

cc: Mr. Mr. Mr. Mr. Scott  
Mr. Pennington

The Director

August 9, 1950

Mr. Rosen

NATIONAL BANKRUPTCY ACT

PURPOSE

To recommend that the annual check of bankruptcy court dockets be suspended for the duration of the present emergency.

BACKGROUND

In order to increase statistical accomplishments, Bureau Bulletin No. 60, dated November 1, 1944, required that Form FD 24 be completed on all dockets examined in order that they could be reviewed by an Agent qualified in bankruptcy matters. Certain additional data was required in those instances in which the bankruptcy file was examined. Work papers compiled during the survey were required to be filed permanently in the field. In view of the noticeable increase in fraudulent bankruptcies, continuation of this docket survey was reaffirmed on October 26, 1949.

RECOMMENDATION

In order to conserve personnel, it is recommended that the annual survey of bankruptcy court dockets be suspended for the duration of the present emergency. It is further recommended that the field be permitted to dispose of material accumulated during past surveys with the exception of data showing the frequency of participation of attorneys and accountants. A proposed Bulletin is attached for your consideration.

Attachment

EDS:rsn

ADDENDUM - 8/11/50 - AR:LS

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/19/91 BY SP-5 CJB  
Comp # 323, 013

Mr. Tolson  
Mr. Clegg  
Mr. Glavin  
Mr. Ladd  
Mr. Nichols  
Mr. Rosen  
Mr. Tracy  
Mr. Egan  
Mr. Gurnea  
Mr. Harbo  
Mr. Mohr  
Mr. Pennington  
Mr. Quinn Tamm  
Tele. Room  
Mr. Nease  
Miss Gandy

The above recommendation was unanimously approved today by the Executives Conference with Messrs. Carlson, Clegg, Ladd, Harbo, Mohr, Tracy, Glavin and Rosen in attendance.

EX-30 RECORDED - 117

Respectfully  
For the Conference

AUG 23 1950

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Clyde Tolson

THE DIRECTOR

August 14, 1950

THE EXECUTIVES CONFERENCE

AUTOMOBILE RADIO EQUIPMENT

The Director instructed that we handle promptly all requests for automobile radio equipment for the field offices and that any requests previously made which were turned down be again carefully reviewed. On August 14, the Conference was advised that at present we have requests for 157 2-way radio units on the Bureau frequency, plus a request for 1 transmitter only (the Louisville Office already has a receiver and desires a transmitter to convert it to a 2-way unit). The total of 157 includes five requests for a total of 21 units which had been previously considered and were turned down. The remainder of the 157 units now requested are based on current war plans letters. These letters do not include any detailed justification to support the requests but generally simply state that the equipment will be needed in the event of war in order to properly handle the obligations of the office.

The Conference feels that additional radio equipment would be extremely valuable in the event of the outbreak of war and recommends that an order be placed immediately for 200 additional 2-way radio units on the Bureau frequency. The Conference further recommends that the individual field offices be requested to justify their requests for such units in order that allocation of the units may be made to the best advantage based on detailed information to be furnished the Bureau by the respective field offices. It is pointed out that the requests range from two units by one office to 25 units requested by Chicago and 53 additional units requested by Newark. The Conference points out that several months are usually required from the time the Bureau decides to purchase radio equipment until the equipment is actually delivered and for this reason it is felt that the 200 units should be ordered at this time in order to eliminate any further delay in obtaining the equipment. This will take care of current requests and also provide a reserve pool from which additional requests received from the field may be handled without delay. It was pointed out that there is considerable saving in clerical operations when one order is placed for radio equipment in lieu of several separate orders, since the amount of paper work involved is the same regardless of whether the order is for one or 200 units.

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If the Director approves, an order will be placed for 200 2-way auto radio units on the Bureau frequency, plus an order for one FT transmitter only. The approximate cost of this order is \$100,000.

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ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/5/91 BY SP-5 C/OK

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Director

The Conference also considered requests for auto radio equipment on State Police or local police frequencies, to be installed in Bureau automobiles as follows:

Atlanta requested 12 2-way units to operate on the frequency of the Georgia Highway Patrol. This is in addition to the two such units which have been previously ordered for this office but not yet delivered. The Conference felt that no further units should be ordered for Atlanta until the 2 units have been delivered and used for 60 days with the results of the use to be reported to the Bureau and at that time further consideration given to the request for the additional 12 units. *A.N.*

Birmingham has 5 FM receivers only, tuned to the frequency of the Alabama Highway Patrol. The SAC advises that they have been utilized on numerous occasions to reach the Resident Agents whose cars are so equipped, particularly when they are on road trips in remote rural areas where contact with them by telephone is practically impossible. The SAC cites several individual cases in which the radio facilitated use of assistance. The office was recently inspected by Inspector Stoo who concurs in the request of the Birmingham office for 4 additional FM receivers only, on the Alabama frequency. The Conference concurred in this request and if the Director approves, 4 such receivers will be ordered at an approximate cost of \$900. *A.N.*

The Indianapolis Office requested 35 FM receivers only, to enable Bureau cars to receive broadcasts over the Indiana State Police radio network. The Bureau recently ordered six such units for this office, which have not yet been delivered. The Conference feels that no further consideration should be given the request for additional units until the six units already approved have been received and are in operation for at least 60 days, at which time a report of the use will be submitted and at that time the request for the additional equipment can be considered further. *A.N.*

The New Orleans Office requested 20 additional FM receivers only: 5 to receive Mississippi Highway Patrol broadcasts, 7 to receive Louisiana State Police broadcasts, and 8 to receive New Orleans police department broadcasts. The Bureau recently approved the use of 8 FM receivers for this office: 3 for Louisiana State Police broadcasts, 3 for Mississippi Highway Patrol broadcasts, and 2 for New Orleans police department broadcasts. These have not yet been delivered. The Conference recommends no further action until a report on the use of the equipment for 60 days has been received, at which time the request for additional units will receive further consideration.

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*A.N.*

Director

Orlando requested 4 auto receivers to permit reception of the Nebraska Highway Patrol broadcasts. The SAC points out this will permit Bureau cars to pick up broadcasts concerning major cases and will also assist in major cases where Agents are cooperating with local and state police. The SAC cited specific cases in which the State Police had been of material assistance in pursuits and apprehensions. The SAC also pointed out that it is common for Agents on road trips to travel as long as four or five hours with no opportunity to receive messages and that these receivers will facilitate contacting Agents, with a substantial saving in travel time and telephone charges. Mr. Rosen recommended against the purchase on the basis that he does not feel it is justified. The remainder of the Conference recommended purchase of the units at a total cost of approximately \$900.

*Agree with majority. J*

The Phoenix Office requested 11 FM automobile radio receivers tuned to the frequency of the Arizona Highway Patrol. The SAC requested this equipment on the basis that it would facilitate contacting Agents throughout the territory and would be of material assistance in working with State and local law enforcement agencies where Bureau Agents are cooperating with these officers in various types of investigations. Specifically, the Phoenix Office points out, all types of fugitives, including con men and dangerous criminals, are attracted to that area as a winter resort. Mr. Rosen recommends against the purchase, feeling that sufficient justification has not been given. Mr. Mohr recommends that the SAC's request for 11 receivers, which he feels has been justified, be approved. The remainder of the Conference recommends that 4 receivers, at an approximate cost of \$900, be furnished and that the SAC request additional equipment at some future time if it is justified based on the experience with the 4 units.

*Order 6 at this time. J*

The Indianapolis Office requested a 60-watt portable FM station to be used for emergency communications between the Indiana State Police headquarters and the Indianapolis Field Office. The SAC advised that this unit would be helpful in monitoring State Police broadcasts in the event of bank robberies or other major cases; would assist in contacting Agents away from the headquarters city and would assure uninterrupted communication in the event of a telephone strike. The Conference unanimously recommended unfavorably on the ground that the expressed need did not justify the cost of approximately \$600.

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The Conference also was advised that according to preliminary census figures for 1950, St. Louis ranks 9th among the 12 largest metropolitan areas in the nation. The other 11 field office cities either already have 250-watt central station radio equipment plus attendant remote receivers or they have been approved and equipment is on order (i. e., Boston, Pittsburgh, and Cleveland). The Conference

Director

recommends that the St. Louis Office be requested to furnish information concerning the number of Agents working in the St. Louis metropolitan area and the number of Bureau cars operated in the same area, in order that this information may be available in considering whether a 250-watt station should be installed in the St. Louis office. If the Director concurs, the St. Louis Office will also be asked for their recommendation and to furnish additional information pertinent to the problem, such as the proportion of their cases in which investigation lies largely in the metropolitan area. The St. Louis Office has submitted a request for 3 2-way units and 1 transmitter to be used in connection with 1 receiver which they already have, to handle communications over the Missouri Highway Patrol frequency. The Conference felt this request should be held in abeyance pending final determination as to whether a 250-watt station should be installed in the field office.

OC: 21

Present at the Conference were Messrs. Ladd, Glavin, Mohr, Belmont, Rosen, Tracy, Stagg, Long, Nichols, and Harbo.

Respectfully,  
For the Conference

Clyde Tolson

cc-Mr. Clegg  
Mr. Mohr

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THE DIRECTOR

August 11, 1950

A. ROSEN

**POLICY CONCERNING INVESTIGATIONS OF THE  
SERVICEMEN'S READJUSTMENT ACT OF 1944**

Pursuant to the Bureau's request as set forth in our memorandum to Mr. Peyton Ford, Deputy Attorney General, dated July 20, 1950, the Department has established a new policy regarding the investigation of violations of the Servicemen's Readjustment Act of 1944.

Departmental Circular Number 3929, Supplement Number 1, dated August 1, 1950, to all United States Attorneys, amends the original circular, dated September 13, 1945. The original policy is changed so that hereafter investigation of cases which are expected to be brought to trial will be conducted by the FBI rather than by the Veterans Administration.

This change in policy was brought to the attention of Supervisor E. G. Held by Mr. Philip Yager, Special Assistant to the Attorney General, of the Claims Division.

**ACTION:**

It is suggested that the attached SAC Letter be directed to the field.

Attachment

RGH:bsw

66-6200-17

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/5/91 BY SP-5 CIP/MS

ADDENDUM - 8/11/50 - JR:LS

The above suggestion was unanimously approved today by the Executives Conference with Messrs. Carlson, Clegg, Ladd, Harbo, Mohr, Tracy, Glavin and Rosen in attendance.

Respectfully,  
For the Conference

RECORDED - 117

Glyde Tolson

AUG 23 1950

EX-71

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Copy for 66-2554

THE DIRECTOR

August 15, 1950

THE EXECUTIVE CONFERENCE

AUTOMOBILE RADIO EQUIPMENT  
SUMMARY OF PENDING REQUESTS

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/5/91 BY SP-54/04

On August 14, the Conference was advised that at present we have requests for 157 2-way radio units and 1 transmitter only, on the Bureau frequency. Most of these requests are listed in current war plans letters and do not include a detailed statement of justification. In order to reduce delay in actually getting the equipment installed in the automobiles the Conference unanimously recommends the purchase of 200 2-way FM auto radio units on the Bureau frequency, plus 1 transmitter only, at an approximate cost of \$100,000. This will take care of pending requests and furnish a reserve pool for future requests in coming months. The Conference proposes that each field office be called upon to justify its request for the 157 units requested and they will be furnished only when the request appears to be adequately justified.

With reference to radio equipment on state or local law enforcement agencies' radio frequencies, the Conference recommends that 4 FM receivers only be purchased for the Birmingham Office, cost approximately \$900; 4 FM receivers only for the Omaha Office, cost approximately \$900; 4 FM receivers only for the Phoenix Office, cost approximately \$900.

The Conference recommends against the purchase of 12 two-way units for the Atlanta Office on the frequency of the Georgia Highway Patrol; 35 FM receivers only for the Indianapolis Office on the Indiana State Police frequency; 20 FM receivers only for New Orleans on state and local frequencies, and 7 additional FM receivers only requested by Phoenix to operate on the State Highway Patrol frequency. The Bureau has already ordered a limited number of such radio units for these offices and the Conference believes that no further units should be authorized until we have had a report on the use and value of the equipment for 60 days after receipt and installation. On this theory, the majority of the Conference recommends only 4 units for Phoenix at this time, whereas Mr. Mohr recommends that all 11 units requested by Phoenix be approved. Mr. Rosen recommended against the purchase for Phoenix, feeling that sufficient justification had not been given.

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The Conference recommends against a 60-watt portable FM station requested by Indianapolis for emergency communications between Indiana State Police headquarters and the Indianapolis field office. The Conference recommends that the St. Louis Office be requested to

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furnish appropriate information to permit a reconsideration of whether a 250-watt central station with attendant radio receivers should be installed in that office, it being noted that St. Louis ranks 9th among the 12 largest cities in the Nation and such radio installations have been installed or approved for the remaining 11 of these 12 cities. Pending determination of this question, the Conference recommends holding in abeyance the request of the St. Louis Office for additional radio equipment to operate on the frequency of the Missouri Highway Patrol.

A more detailed memorandum is attached hereto.

Present at the Conference were Messrs. Ladd, Glavin, Mohr, Belmont, Bosch, Tracy, Sisco, Long, Nichols, and Harbo.

Respectfully,  
For the Conference

Clyde Tolson

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THE DIRECTOR

JOINT COMMITTEE

SUGGESTION #507-A  
EMPLOYEE: RCO N. E. POWELL  
RE: RADIOGRAMS

MEMBERS PRESENT: H. H. CLEGG  
R. T. HARBO  
S. K. McKEE  
E. SCHEIDT

## EXECUTIVE CONFERENCE

SUGGESTION: That a block stamp be prepared inscribed "SENT BY RADIO" to be stamped on Form FD-36 (This is the blue sheet used in the field on which a teletype is typed for approval before it is transmitted.) In support of the suggestion it is pointed out that in accordance with Bureau instructions, some messages prepared for teletype are selected for transmittal by radio.

JOINT COMMITTEE CONSIDERATION: Unanimously unfavorable. The Committee feels it is sufficient to make a long-hand notation on the blue teletype form indicating it was sent by Radio and that a rubber stamp for that purpose is unnecessary.

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HEREIN IS UNCLASSIFIED  
DATE 6/5/91 BY SP-5 CIP/KP

SUGGESTION: (507-B)

That an addendum to the "C" Code Book be prepared to furnish code equivalents for new words and phrases which appear frequently in coded communications. These items were not included in the Code Book since they result from comparatively new programs, such as Loyalty of Government Employees investigations and Atomic Energy investigations. At present 3 code groups are required to show the character of the case as "Loyalty of Government Employees." If the suggestion were adopted, a single code group could be designated to represent this phrase, resulting in time saving in both encoding and decoding.

JOINT COMMITTEE CONSIDERATION: Unanimously favorable. It is felt that the Communications Section of the Bureau should prepare an appropriate list of new words and phrases with code equivalents as an addendum to the Bureau's "C" Code Book.

EXECUTIVES CONFERENCE RECOMMENDATION: Unanimously concurred with Joint Committee, on 8/16/50. Present: Messrs. Glavin, Tracy, Mohr, Nichols, Clegg, Sizoo, Hargett, Nease, and Harbo.

cc Mr. Clegg  
Mr. Mohr

Respectfully,  
For the Conference

RTH:AF

Clyde Tolson

ORIGINAL FILED IN 66-2334

58 NOV 3 1950

THE DIRECTOR

8/15/50

EXECUTIVES CONFERENCE

INTERNATIONAL POLICE ASSOCIATION

The Executives Conference on 8/14/50, consisting of Messrs. Glavin, Harbo, Sizoo, Belmont, Tracy, Nichols, Ladd and Long, unanimously recommended against the Bureau's participation in the International Police Association.

By letter to the Director dated July 23, 1950, Arthur Troop, shown as an Associate Secretary of the International Police Association, Skegness, Lincs, England, advised the Bureau of the organization of this Association in January, 1950. He pointed out that it originated in England; a Norwegian Section has been formed; steps are being taken to build up sections in other European countries, and it is a hope later to do so in all parts of the world; their immediate task is to attract interest from countries who are members of the Atlantic Pact; it is desired to start a section in this country, and he desires the Director's support and sympathy; he has already sent material to the Editor of the Police Journal in New York asking for publication of such material, and the Association has a few individual contacts in this country; the suggestion is made that the Director accept the Presidency of the American Section; it is hoped that the Presidency of this Association, as such, can be offered to the American Section of the Association in 1951, and it is stated "it would be great if you were nominated"; and a number of complimentary remarks are made relative to the Director. From the material submitted, the organization would seem to be fraternal in nature. The purposes are set forth as non-friendships, exchange of holiday and working schemes, the fostering of better relations between the police and the public through social, cultural and sporting activities, bringing about a better understanding and closer collaboration between all police forces of the world, and the eventual establishment of an International Police Library and Museum.

The Bureau's records fail to reflect any information relative to Arthur Troop or the International Police Association. As you know, our experience with such organizations in the past has shown that nothing is accomplished, and you will recall that we recently decided to get out of the International Criminal Police Commission.

The Executives Conference unanimously felt that the Bureau should not participate to any extent in this Association, and if the

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cc: Mr. Clegg  
Mr. Mohr

Attachment

EBL:dgh

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EX-32 1/11/51 62554-1980  
ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/15/91 BY SP-5C/bt

Director concurs, there is attached for his approval a letter to Mr. Troop so advising him. Copies of the incoming material and the reply are being sent to Special Agent Cimperman at London, requesting that he furnish the Bureau for future reference any available identifying information as to Troop and the Association.

KSL

Respectfully,  
For the Conference

Ym

Clyde Tolson



The Director

August 15, 1950

The Executives Conference

COMMUNIST PARTY, USA  
UNDERGROUND OPERATIONS

On August 15, the Executives Conference consisting of Messrs. Glavin, Harbo, Ladd, Nichols, Rosen, Tracy, Mohr, Long, Sizoo and Belmont, recommended approval of the attached SAC Letter advising the Field of the need to keep informed of the whereabouts of Communist Party officials in view of the indications that such officials may go underground or go in hiding. The letter also calls for information from the Field as to the identity of those individuals picked by the Party to take over leadership if the Party goes underground and of those individuals who have been instructed to become inactive in Party affairs in order to qualify for future assignment.

In the event you approve, this letter will be sent to the Field.

Respectfully,  
For the Conference

Clyde Tolson

Attachment

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/5/92 BY SP-5 CIP/2

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66-2554-7981  
AUG 23 1950

cc - Mr. H. E. Clegg  
Mr. Mohr

INDEXED - 95

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ATB:FGS

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August 15, 1950

The Director

D. M. Ladd

CONFIDENTIAL PLANT INFORMANTSPURPOSE

To answer your question in connection with the proposed instructions to the field reinstituting the plant informant program. The question was, "... Why are such letters addressed to all investigative employees instead of to only SAC's?"

ANSWER

It is believed that almost all of the Agents in the field at one time or another will be used in connection with the plant informant program.

During the last war many SAC's found it to be advantageous to require all Agents to develop plant informants as they went about their regular work, rather than to assign certain Agents to plant informants exclusively, which would require them to travel over wide areas thus duplicating the travel of the other Agents who were investigating regular cases.

Then too duplication was avoided by having Agents contact plant officials in connection with the plant informant program whenever they happened to visit a plant in connection with a regular case.

It is believed that most Resident Agents will be engaged in the program and those Agents now concerned with the Atomic Energy facilities, vital facilities, protection of classified information, protection of electronics manufacturing facilities, vital to the U. S. Air Force, and American Legion contacts program also should have the instructions as these programs now are either integrated or related.

In addition, the instructions are so detailed it is believed that the Agents should have a copy readily available.

GEL:CMC

ADDENDUM: 8-16-50

The Executives Conference, consisting of Messrs. Hargett, Sizoo, Clegg, Nichols, Belmont, Harbo, Tracy, Glavin, Nease, and Mohr, considered the above matter on August 16, and were unanimously of the opinion that the plant informant program should be sent to the field as an SAC Letter rather than a Bulletin. The material has been placed in the form of an SAC Letter and in the event you approve, it will be sent out in this form.

AHB:mas

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ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 9/5/91 BY SP-5CJ/PJF

Original copy filed in

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NOT RECORDED  
45 AUG 29 1950

THE DIRECTOR

August 18, 1950

THE EXECUTIVES CONFERENCE

CLEVELAND DIVISION - SECURITY OF OFFICE

The Conference on August 17 considered the request of the Cleveland Division for authorization to have an Agent on duty in the evening. The SAC pointed out that as a result of an increased volume of Security matters there have been more complaints received in the evening and other items which require the attention of an Agent. Also, there has been an increase in the number of coded teletypes received during the late evening hours which require a member of the supervisory staff to go to the office and unlock the safe in order that the codebook may be furnished to the clerical employee. The SAC suggested that he be authorized to remove one copy of the codebook from the safe and maintain it in a locked cabinet where it would be available to the night clerk on duty.

The Conference was unanimously opposed to reducing our Security safeguards with reference to the maintenance of the codebooks and does not favor relaxing the rule which requires that codebooks be maintained in the safe when not actually in use. This matter was also considered by the Joint Committee which concurred with this view. However, in view of the size of the Cleveland Office and its importance insofar as Security investigations are concerned, the Conference recommends that the SAC be authorized to have an Agent on duty until midnight.

Present were: Messers. Ladd, Glavin, Mohr, Clegg, Sizoo, Hargett, Tracy, Belmont, Nichols, Nease, and Harbo.

If the Director approves, the attached letter should go forward to Cleveland.

Respectfully,  
For the Conference

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Glyde Tolson.

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cc-Mr. Clegg  
Mr. Mohr

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ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/5/91 BY SP-5 C/DIF



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THE DIRECTOR

August 11, 1950

THE EXECUTIVES CONFERENCE

*JK*

~~SCREENING OF SUSPECTED SUBVERSIVES ON U. S. MERCHANT VESSELS~~

On August 11, 1950, the Executives Conference, consisting of Messrs. Glavin, Tracy, Harbo, Mohr, Ladd, Rosen, Clegg, Carlson, and Belmont, considered and recommended approval of the attached SAC Letter advising the field of the arrangements set up by the Coast Guard to screen seamen for the purpose of barring subversive individuals from the crews of ships.

The letter further advises the field that any name checks in connection with this program will be conducted at the Seat of Government, and instructs the field to make contact with the local Coast Guard officials to secure the names of all individuals who are barred from shipping in order that the Bureau can consider them for the Security Index.

In the event your approve, this SAC Letter will be disseminated to the field.

Respectfully,  
For the Conference

Clyde Tolson

Attachment

CC: Mr. H. H. Clegg  
Mr. Mohr

*OK*

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 4/5/91 BY SP-5 CJB

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66-2554-7903

EX-13

AUG 23 1950

AHB:mer

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52 AUG 24 1950

THE DIRECTOR

8-15-50

EXECUTIVES CONFERENCE

WAR PLANS

ALL INFORMATION CONTAINED

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6/5/91

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The Executives Conference on 8/14/50, consisting of Messrs. Glavin, Harbo, Sizoo, Belmont, Tracy, Nichols, Ladd and Long, unanimously recommended favorably that someone from the Training and Inspection Division make on-the-scene checks at a number of close-by offices relative to the various steps the Field has been instructed to take incident to the present emergency. This is so that it can be determined at first hand if the instructions issued to the Field are understood, determine what is being and has been done in this regard, and the problems being encountered in connection therewith. It was felt that valuable information may be secured as to possible situations in other offices, as well as information that can be used as helpful guides to other offices.

This check would include inquiry into such matters as the general war plans, including the plans for security index subject apprehensions, plant informants, special service contacts, American Legion contacts, assignment of cases to police, and liaison channels with the various intelligence agencies. The New York, Newark, Philadelphia, Baltimore, Washington Field and Richmond Offices are suggested for this check. These matters will, of course, be gone into during the course of regular inspections. However, in this regard there are attached instructions to the inspection staff, particularly pointing out that such matters should be gone into thoroughly during the course of regular inspections. It is felt that as a result of this sampling a decision can be reached as to whether there is immediate need to make similar checks at other offices.

If the Director concurs with the unanimous decision of the Conference, immediate steps will be taken to do this; and there are attached instructions to the inspection staff relative to thoroughly covering the war plans incident to regular inspections.

Respectfully,  
For the Conference

RECORDED - 2  
INDEXED - 2

Glyde Tolson

AUG 23 1950

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

cc: Mr. Clegg

Mr. Mohr

33 AUG 28 1950

Attachment

HDL:sgn dgh

THE DIRECTOR

August 11, 1950

A. ROSEN

CRIMINAL INFORMANTS

FULL PAGE

0 Executive Conference

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/5/91 BY SP-5 CJP/PR

To recommend a SAC Letter: (1) providing for the submission of more detail in the monthly report on Criminal Informants, (2) pointing out that Special Agents in Charge are authorized to make several payments to Criminal Informants without Bureau authority up to the point where the total paid to such informant aggregates \$100.00.

BACKGROUND

The present monthly report on Criminal Informants lists the number being used at the beginning of the month, the number developed during the month and the number being used at the end of the month. This report would more clearly reflect the work being done to develop informants if it also listed the number of potential informants being developed and the number of Agent days devoted to developing informants. It is also felt that we should regularly verify the number of index cards maintained at the Bureau against the number listed by each field office. Because of the constant additions and deletions, it will be desirable to have the monthly report reflect the names of those added and deleted so that we can check our index to be sure the listings are in balance.

The authority to make payments to informants until they aggregate \$100.00 was set out in SAC Letter No. 48, dated July 25, 1950. However, it is contained in a series of changes of procedure on Communist matters and might create the impression that the authority extends only to Confidential National Defence Informants and not to Criminal Informants. In order to avoid any misunderstanding, it is specifically pointed out in the attached SAC Letter that these instructions apply to both categories of informants.

RECOMMENDATION:

It is suggested that the attached SAC Letter be reviewed and if approved that it be sent out.

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

Attachment

CGS/crn

ADDENDUM - AL:LS

RECORDED - 122  
INDEXED - 122  
EX-13

The above recommendation was unanimously approved today by the Executive Conference with Messrs. Carlson, Clegg, Ladd, Harbo, Tracy, Glavin and Rosen in attendance.

Respectfully,  
For the Conference

AUG 20 1950

66-2554

THE DIRECTOR

8/11/50

JOINT COMMITTEE

SUGGESTION NO. 191

EMPLOYEE: [REDACTED]

b6

b7C

SAVINGS: None

AWARD: None

OSADA OFFICE

FIELD OFFICE INDICES

MEMBERS PRESENT: H. H. Clegg  
H. T. Harbo  
S. K. McKee  
E. Scheidt

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/5/91 BY SP-5 CJB/MS

SUGGESTION: That the filing of automobile license number cards in the field office indices be by the last three digits rather than by the state, and then by the last three digits behind the state guide. At the present time, the index guide which has been furnished to all field divisions provides, with regard to license numbers, as follows: "The cards bearing license numbers shall be filed primarily by state, arranged alphabetically, then numerically behind the state to which the license number pertains."

ADVANTAGES:

1. This system would make the indices more uniform, inasmuch as the motor numbers of automobiles and also serial numbers of firearms are filed by the last three digits only.
2. This system would also eliminate many changes of re-filing into the wrong state section.
3. It would shorten filing time and searching time of index cards.

DISADVANTAGES:

1. Time required to reorganize index cards.

JOINT COMMITTEE CONSIDERATION: Unanimously favorable.

If the Director concurs, the attached SAC Letter should be sent to the Field.

EXECUTIVES CONFERENCE CONSIDERATION:

RECORDED - 127

AUG 12 1950

Unanimously favorable, on August 18, 1950, by Messrs. Glavin, Tracy, Mohr, Nichols, Clegg, Sizoo, Hargett, Nease, Harbo.

cc: Mr. Clegg  
Mr. Mohr

Respectfully,  
For the Conference

Tolson  
Ladd  
Clegg  
Glavin  
Nichols  
Rosen  
Tracy  
Harbo  
Belmont  
Mohr  
Tele. Room  
Nease  
Gandy

Attachment

AUG 20 1950

Clyde Tolson.



THE DIRECTOR

August 22, 1950

THE EXECUTIVES' CONFERENCE

SECURITY INVESTIGATIONS - INDIVIDUALS  
SECURITY INDEX - SPECIAL SECTION

The Executives' Conference, consisting of Messrs. Ladd, Glavin, Tracy, Harbo, Mohr, F. H. McIntire, Sizoo, Hargett, Nease, and Belmont, on August 22, 1950, recommended that the attached SAC Letter be sent to the field authorizing the field to set up a special section in the Security Index along the same lines as the special section now maintained at the Seat of Government. This procedure will eliminate the possibility of error in prematurely apprehending persons who will require individual consideration prior to decision as to apprehension because they are employees of foreign governments, the United States Government, the UN Secretariat, etc. The setting up of the special section in the field will bring it into line with the Security Index, as maintained at the Seat of Government.

It was pointed out that at the recent conference of field and Seat of Government representatives that this procedure was recommended.

In the event you approve, this SAC Letter will be sent to the field.

Respectfully,  
For the Conference

Clyde Tolson

Attachment

CC - Mr. H. H. Glegg  
Mr. J. P. Mohr

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/5/91 BY SP-5 L/B/T

RECORDED - 36

EX-30

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

ANB:tlc

AUG 26 1950

66-2334-7987

THE DIRECTOR

8/18/50

JOINT COMMITTEE

SUGGESTION NO. 454  
RESTATEMENT OF LEADSSAVINGS: None  
AWARD: NoneMEMBERS PRESENT: H. H. Clegg  
R. T. Harbo  
S. K. McKee  
E. ScheidtALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/5/91 BY SP-5 CJO/OTFSUGGESTION:

That the office of origin be permitted (not mandatory) to periodically restate outstanding undeveloped leads on the administrative page of an investigative report.

It will be recalled that a number of years ago a system was in practice requiring the office of origin, when submitting a report, but not more frequently than once each thirty days, restate all previously listed undeveloped leads, and when they were restated they would be marked with an asterisk to show that the leads were not new. This provided a follow-up, kept the file in a more up-to-date condition, reduced the possibility of overlooking a lead, required the Agents to review their files more thoroughly at the time reports were dictated in order to observe outstanding leads, and made easier subsequent file reviews.

The practice was discontinued because of stenographic shortages, and because each time this was done it would require more typing on a report and would require longer for the Agent to review the file in order to bring up-to-date the leads.

This matter was submitted to a number of SAC's, and no SAC's were opposed to the suggestion. The SAC's at Pittsburgh, San Antonio, San Francisco, Minneapolis, Chicago, Detroit, Kansas City, Omaha and Los Angeles were favorable to the suggestion that it be made permissive but not mandatory, due to the fact that in some simpler cases where there are not a large number of serials, it would be unnecessary.

All of the above offices except Pittsburgh recommended that the lead be restated on the regular lead page and marked with an asterisk. The Pittsburgh Office felt that the leads should appear on an administrative page and should be shortened or abridged.

A majority of the offices also favored a sixty-day interval rather than a thirty or ninety-day interval for restating

cc: Mr. Clegg  
Mr. Mohr

HHC: dgh

66-2554-4  
NOT RECORDED

47 SEP 18 1950

INITIALS OF AGENT

ORIGINAL COPY FILED IN 66-2554-10478

JOINT COMMITTEE RECOMMENDATIONS:

1. That the office of origin be permitted to periodically restate outstanding leads.
2. That the restated leads should be marked with asterisks and be listed on the regular lead pages.
3. That this practice, when followed, should be applied on a sixty-day interval. In other words, the office of origin would not restate leads more frequently than once each sixty days, and then only as reports are submitted by the office of origin.

EXECUTIVES CONFERENCE CONSIDERATION: Unanimously favorable. HHC:DMG

On 8-24-50, the Executive Conference, with Messrs. Glavin, Tracy, Mohr, Belmont, Ladd, Sizoo, Hargett, Parsons, Nease, Nichols and Clegg present, considered the above suggestion and recommended unanimously favorable.

The Director

August 17, 1950

The Executives Conference

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/5/92 BY SP-5 CIP/PA

The Executives Conference of August 14, 1950, consisting of Messrs. Ladd, Mohr, Nichols, Harbo, Belmont, Rosen, Sizoo for Carlson, Long for Glegg, Tracy and Glavin, was advised of the Director's memorandum of June 27, 1950, addressed to Mr. Tolson concerning the desirability of conducting a study to determine whether a vertical dumb-waiter system from the Files Section to the various divisions would be satisfactory.

It was pointed out to the Conference that the Files Section had made a detailed study of the movement of files from various sections to other divisions in the Bureau.

It was pointed out that insofar as personnel files are concerned, during the month of June, there was a daily average of 495 files delivered to 39 separate offices. Insofar as administrative files are concerned, there was a daily average of 3,170 files delivered to an average of 57 offices. It was pointed out that a comparable number of files are returned to the Records Section each day. Mr. Warkart of the Files Section states that at the present time 75 offices are serviced by employees of the Messenger Unit who pick up files on an hourly schedule and bring them to the Records Section for filing.

He further points out that under the present method of operation, one employee normally handles the complete operation on files requested special. In these instances, an employee pulls the file and delivers it to the requesting party.

In other instances, files are directed to a central point where they are arranged according to floor and room number. The files are then delivered, at frequent intervals, by employees assigned to those duties. Under the present procedure, there is a minimum of duplication. Files are arranged once and delivered directly from the point of origin to the point of destination; files employees have available for use four elevator banks, four stairways and a freight elevator, and these disbursements appear to be extremely advantageous in light of the some 3,665 files being sent from and returned to the Records Section each day. Mr. Warkart felt that the localizing of a means by which files are moved vertically by use of a mechanical device would hinder the flow of such material. He points out the following advantages to the present system:

NOT RECORDED  
146 SEP 25 1950

CC: Mr. H. H. Clegg  
Mr. Mohr

VEG:VE

ORIGINAL FILED IN 66-6857-55

ON ORIGINAL

55 OCT 1950



Memorandum for the Director

(1) In moving files directly from the Records Section to its destination, they have two basic operations; that of loading material and the second of unloading material.

(2) By contrast, the use of a vertical mechanical device would necessitate two additional operations inasmuch as material would be loaded on to such a device and then unloaded at the proper floor for arranging and delivery purposes.

(3) From the standpoint of security, it is believed advantageous for employees to physically accompany files.

(4) Work loads and personnel supervision can be effectively handled through a central disbursing point. Decentralization would require working space on each floor for arranging and grouping of files together with necessary personnel to man each station. In addition, central handling facilitates the fixing of responsibility for errors in handling.

He further points out that the present off the floor delivery procedure undoubtedly could be made more efficient through the use of a horizontal and vertical type pneumatic tube arrangement. This, of course, would carry out the idea of direct delivery between the points of origin and destination. In this regard, bids have been requested on the installation of a pneumatic tube system between the sixth and seventh floors, and the Files Section recommends that this system first be installed and, if it proves desirable, that it be enlarged upon to other sections of the Bureau located in the Department of Justice building.

The Conference feels that it would be desirable to, first, ascertain the value of the pneumatic tube system, which is to be installed between the sixth and seventh floors, and, then, to give further consideration to the enlargement of this system, if it is satisfactory, so that it could service the remainder of the Bureau.

Respectfully,  
For the Conference

Clyde Tolson

THE DIRECTOR

August 9, 1950

The Executives Conference

\*Suggestion of H. J. Anslinger, Commissioner of  
Narcotics for establishment of a central identi-  
fication file or "Black List" of racketeers and  
criminals.

*6 C. L. C. Conference*

The Executives Conference consisting of Messrs. Ladd, Rosen, Belmont, Carlson, Parsons, Mohr, McGuire, Long, and Tracy, on August 9, 1950, considered the suggestion of Commissioner H. J. Anslinger that all Federal investigating agencies cooperate in compiling a list of notorious criminals and racketeers in order that the list might be publicized, information exchanged and a formidable weapon of psychological value established in combatting the activities of such criminals and racketeers.

The Director observed that the suggestion might not be practical, yet it was desired it be given additional thought to see if any part of it could be developed, that the Bureau must be realistic and realize that there is a real criminal underworld and we cannot always allow realism to deter the Bureau from finding it. In accordance with the Director's instructions, a committee of Messrs. Clegg, McGuire for Nichols, and Tracy met on the subject matter on August 8, 1950, and presented a proposed plan to the Conference on August 9, 1950.

Messrs. Ladd, McGuire, Parsons, Belmont and Tracy recommend the following plan. Mr. Clegg, who was absent from the Conference discussion, is in favor of such a plan; however, he recommends that it not be passed into effect until after the present emergency ends as he does not feel the Bureau has any man power available at this time to expand on this type of work.

It is proposed that each Federal investigative agency be contacted by letter advising that in order that this Bureau can be of greater service to all Federal investigative agencies that they may wish to cooperate by furnishing to this Bureau the names of the top ranking criminals or gangsters of interest to them in their jurisdictional field; that such an individual need not have a serious criminal record and that process need not necessarily be outstanding; however, stops would be placed in the Identification Division and in

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
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Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

RECORDED - 108

INDEXED - 108

166-2554 - 9988  
AUG 28 1950

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/8/81 BY SP-5C/bkx

SJT:do  
cc - Mr. Clegg  
Mr. Mohr

Memorandum for the Director

Mr. Rosen is agreeable to the plan except that he does not believe any definite commitment should be made to any other Federal agencies in order that the matter can be discontinued at any time in the event it does not prove practical or worthwhile. Mr. Rosen also advised it should be borne in mind that our Crime Survey Reports contain considerable information regarding racketeers and their activities. This information covers background and personal history, connections with other gangs, type of racket engaged in, connection with any legitimate enterprises such as hotels, trucking lines, whiskey distributing companies, etc. Further that it contains police tie-ups, political influence, association with prominent persons not obviously connected with or known in racketeers activities.

Mr. Mohr was opposed for the reason he does not believe such a plan would work. Further that he believes the present service to other Government agencies is sufficient, i.e., information is furnished where a stop has been placed; information is furnished when a special name search is requested; information is furnished through the publication Uniform Crime Reports; information is furnished when data comes to the Bureau's attention indicating a violation of an existing statute under the jurisdiction of another Government agency. He does not believe any useful purpose would be served by installing the proposed plan and additional services.

Mr. Carlson agreed with Mr. Mohr's objections and he makes the further observation that the Bureau cannot at this time spare any additional man power. Mr. Long agreed with Mr. Carlson.

Respectfully,  
For the Conference,

4/11/11

Clyde Tolson

I THINK WE SHOULD  
DO IT AND START  
NOW - OTHERWISE SOME-  
ONE ELSE WILL

There is absolutely no indication of approximately what it would cost in money & man power for that reason it is valueless. Please give me facts not generalities.

4



## Memorandum for the Director

the Records Section of the FBI in order that any currently received information on the individual named by the cooperating agency can be referred immediately to that agency. The following procedural setup is recommended:

### LOCATION:

It is suggested the proposed file be handled on the Crime Survey Desk in the Investigative Division.

### ORGANIZATION OF FILE:

1. A file folder be prepared sub-divided by criminal specialty including such crimes as confidence men, white slave procurers, narcotic violators, smugglers of aliens, gambling and other racketeers and such other types of criminals or gamblers which might subsequently be recommended.

2. A 3 x 5 card index file to correspond to the criminal specialty break-up.

3. A 3x5 card index file divided geographically.

### OPERATION:

The Crime Survey Supervisor would select the names of subjects to be in the file based on nominations from other agencies and from data contained in Crime Survey Reports. The Field Offices of the Bureau would be instructed that this particular type of information should be included in Crime Survey Reports in the future.

The Supervisor on selecting a name for inclusion would place stops in the Identification Division and in the Records Section in order that currently received material can be referred to the Crime Survey Desk.

The proposed file should be limited to approximately 100 individuals.

### COST:

It is believed the cost of building and maintaining such a file would not be excessive. The cost of placing stops in the Identification Division and the Records Section would be very small. The additional cost of directing Crime Survey Reports along the above suggested channels would not increase the Crime Survey cost appreciably. It would probably take considerable time on the part of a supervisor until the file is in actual operation.



THE DIRECTOR

August 23, 1950

THE EXECUTIVES' CONFERENCE

SEDITION MATTERS

On August 22, 1950, the Executives' Conference, consisting of Messrs. Ladd, Glavin, Tracy, Harbo, Mohr, F. H. McIntire, Sizoo, Hargett, Nease and Belmont considered a proposed Bureau Bulletin to all Investigative Employees reiterating instructions on the proper handling and investigation of sedition complaints. It was pointed out that since the outbreak of the present crisis the Bureau has been receiving many communications from the field under various Internal Security captions, indicating activity on the part of individuals and organizations in the distribution of literature of a seditious nature, or in making seditious speeches. In most instances, this information is not being furnished to the Bureau under appropriate sedition caption and two copies of the printed material are not being furnished to the Bureau in accordance with the provisions of the Manual of Instructions governing sedition investigations. The proposed Bulletin is to reiterate existing policies in the proper handling of these matters by the field.

The Executives' Conference unanimously recommended approval of this Bulletin. In the event you approve, it will be disseminated.

Respectfully,  
For the Conference

Clyde Tolson

Attachment

CC - Mr. H. H. Clegg  
Mr. J. P. Mohr

RECORDED - 103 166-7554 7989  
AUG 29 1950  
37

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

34 AUG 29 1950

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/5/91 BY SP-5 a/b

The Director

August 17, 1950

The Executives Conference

NEW YORK STATE NATIONAL GUARD  
REQUEST FOR NAME CHECKS

*men*  
On August 15, the Executives Conference, consisting of Messrs. Glavin, Harbo, Ladd, Nichols, Rosen, Tracy, Mohr, Long, Sizoo and Belmont, considered a request submitted by SAC Wall of the Albany Office in which the New York State National Guard desired to have the Albany Office make name checks of persons holding key positions in the New York State National Guard.

It was pointed out that a situation involving this same question arose in connection with the Army considering proposed instructions to all National Guard Units. Part of these instructions involved checking National Guard members for subversive tendencies and incidentally possible name checks with the Bureau. It was further pointed out that in some areas the National Guard is tied in with state politics, and the check of the Bureau files might, therefore, become a factor in state politics.

The Executives Conference was of the unanimous opinion that despite current conditions we should not make these name checks. It was pointed out that if the National Guard should become a part of the Federal forces, the situation would be changed, and we would then accede to the request if renewed at that time.

Attached hereto for your approval is a letter to SAC Wall advising him that the Bureau is not able to make these name checks.

Respectfully,  
For the Conference

*Ym*

Clyde Tolson

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE *6/3* BY *SP-5 CPM*

Attachment

cc - Mr. H. H. Clegg  
Mr. Mohr

Tolson  
Ladd  
Clegg  
Glavin  
Nichols  
Rosen  
Tracy  
Harbo  
Mohr  
Tele. Room  
Nease  
Gandy

AHB:igs:mls

*I don't think we can turn this down without further explanation - as to what volume would be & effect of the question as to the Guard not being a part of the Federal forces, especially technical & I doubt if it is tenable.*

AUG 28 1950

RECORDED - 14

INDEXED - 14

The Director

August 24, 1950

The Executives Conference

ALL INFORMATION CONTAINED

HEREIN IS UNCLASSIFIED

DATE 6/5/81 BY SP-5 CJO/107

*See See Eight*

*men*  
The Executives Conference of August 22, 1950, consisting of Messrs. Ladd, Harbo, Belmont, Mohr, Tracy, McIntire for Clegg, Sizoo for Carlson, Hargett for Rosen, Nease and Glavin, considered Public Law 668, 81st Congress, approved August 7, 1950, wherein two additional counties were transferred to the Greenville division of the Northern Judicial District of Mississippi. SAC Hostetter of the Memphis Division also advised concerning this matter, pointing out that Washington and Humphreys Counties are presently in the New Orleans Division.

I have discussed this matter with Mr. Hostetter and he states that the two new counties in the Greenville division, Northern Judicial District of Mississippi, are in the northwest corner of the New Orleans territory; that there is only one city of any size in the county and that is Greenville, where court will be held. He states that it is right down along the Mississippi and is very accessible to the Memphis Division. He stated there is no reason why these counties cannot be included in the Memphis Division; that the cases will be tried in the Northern District of Mississippi, which is presently under the jurisdiction of the Memphis Division. Hostetter stated that there will be very few cases. As a matter of fact, there are approximately less than fifteen cases pending in both counties combined.

It is recommended by the Conference, therefore, that the attached bulletin go out to the field advising of the change of these two counties from the New Orleans Division to the Memphis Division.

Respectfully,  
For the Conference

*Ym*

Clyde Tolson

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

CC: Mr. H. H. Clegg  
Mr. Mohr

WEG:VH

Attachment *CV*

RECORDED - 50

INDEXED - 50

*46-2537-7991*  
*100-1033*

54 AUG 29 1950

h  
THE DIRECTOR

8/18/50

THE EXECUTIVES CONFERENCE

TELE GAS EQUIPMENT

On August 18, 1950, the Executives Conference, those present being Messrs. Glavin, Tracy, Harbo, Sizoo, Nease, Harbo, Mohr, Belmont, Ladd and Clegg, approved the attached SAC Letter listing the dates of expiration of effectiveness of gas shells which have been shipped to the field offices, so that each lot number may be labeled and used in proper sequence.

Respectfully,

*Vm*  
Glyde Tolson

Attachment

HIC:BG

cc-Mr. Clegg  
Mr. Mohr

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/5/91 BY SP-5 C/OX

RECORDED - 50

166-2537-7992  
AUG 29 1950

37

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
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Harbo \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

54 AUG 29 1950



~~SECRET~~

THE DIRECTOR

August 17, 1950

THE EXECUTIVES CONFERENCE

JULIUS ROSENBERG

ESPIONAGE - R

~~ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED EXCEPT  
WHERE SHOWN OTHERWISE.~~

45  
21-  
The Executives Conference on August 17, 1950, consisting of Messrs. Glavin, Tracy, Harbo, Mohr, Ladd, Nichols, Glegg, Sizoo, Nease, Hargett, and Belmont, considered the proposal of the Cleveland Office that Michael and Anne Sidorovich and William Perl be interviewed to obtain their written consent to submit to a polygraph examination in connection with their involvement in Russian espionage.

It was pointed out that these individuals have been interviewed and have professed innocence of espionage activities, and have expressed a desire to aid the Bureau and cooperate fully in the Bureau's investigation. Despite this, [redacted] and our investigation definitely indicate that these individuals were part of the Rosenberg network. These individuals have been reinterviewed on several occasions without securing admissions of their espionage activities from them. It is imperative that they confess their activities and furnish the names of any other individuals involved. b7E

8-1810CV  
Classified by 3042 PNT/IMW  
Declassify on: OADR 4/19/87  
50-50675  
6/5/91  
323, 013  
It was pointed out to the Conference that the advantages in the use of a polygraph in this case are as follows:

1. Our investigation indicates that both the Sidoroviches and Perl were part of the Rosenberg network. If we can convince them that we know they are lying in their professed innocence of involvement and thereby obtain confessions, we may be able to arrest at least six or seven other persons who are part of the network.

2. Even if they do not involve others, it is believed that they possess facts which make them valuable witnesses in strengthening our case against Rosenberg if, after a polygraph examination, they do cooperate.

3. This case does involve a Federal violation of great magnitude and it is felt that we should use all means at our disposal in an attempt to determine the full facts and involvement of persons in this espionage network.

The Executives Conference unanimously recommended the Cleveland Office attempt to secure written consent from these subjects to use the polygraph. Dependent upon the results obtained, Attachments  
100-30675-1950  
H. H. Glegg  
Mr. Mohr

~~SECRET~~

EX - 83

~~10013~~

~~SECRET~~

consideration would then be given to utilizing this technique with other professedly cooperative subjects who have not furnished truthful information.

In the event you agree, the Cleveland Office will be notified by ~~the Cleveland~~ teletype to go ahead with the arrangements.

Respectfully,  
For the Conference

*Ym*

Clyde Tolson

*I approve this  
most reservedly. It is  
not to be considered a precedent.*

*H.*

~~SECRET~~

~~10013~~

The Director

August 17, 1950

The Executive Conference

The Executive Conference consisting of Messrs. Nease, Carlson, Belmont, Clegg, Rosen, Ladd, Mohr, Harbo, Tracy, Glavin and Nichols, considered the type of search in the Files Section in connection with the names we are receiving from the Coast Guard.

The Conference was advised that the searches were presently being made as follows: that if the individual's name is John Vincent Smith, we would check John Vincent Smith, John V. Smith, J. Vincent Smith, John Smith, Vincent Smith and J. V. Smith; that all files containing these names appearing in the locale set forth in the forms would then be reviewed; that the file references reviewed would be limited to subversive references, and on the searching slip the approximation rule would be applied, namely, of listing the main files and the approximate number of See references. The defense reviewers and supervisors would then determine whether it was necessary to review all references or whether the main files would suffice.

The Conference was of the unanimous opinion that we could not cut down on the search and accordingly, the searching procedure will follow that which we have been following for some time.

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED

DATE 4/5/97 BY SP-5 C. J. B. /

Respectfully,  
For the Conference

Clyde Tolson

CC - Mr. Mohr  
Mr. Clegg

LBH:MP

EX - 83

RECORDED - 129

66-2534-99915  
AUG 29 1950

37

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

58 AUG 30 1950

August 21, 1950

SAC, CLEVELAND

PERSONAL ATTENTION

DIRECTOR, FBI

SECURITY OF OFFICE; CLEVELAND DIVISION

Reurlet July 27, 1950, you are authorized to assign an Agent to duty during the evening hours, i.e., until midnight.

With reference to the maintenance of the codebooks, no change should be made. In other words, they should be maintained in the safe when they are not actually in use.

ALL INFORMATION CONTAINED

HEREIN IS UNCLASSIFIED

DATE 6/5/91 BY SP-5 CIP/ML

RTH:AF

Approved by Executives Conference  
8/17/50. Messts. Eadd, Glavin, Mohr,  
Clegg, Sizoo, Hargett, Tracy, Belmont,  
Nichols, Nease, and Harbo.

RECORDED - 47

EX-16

166-2554-7995  
RECORDED

145 AUG 22 1950

INITIALS ON ORIGINAL

AUG 31 1950

176

ORIGINAL FILED IN 66-2554-7995



THE DIRECTOR

August 17, 1950

THE EXECUTIVE CONFERENCE

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED

DATE 5/5/91 BY SP-5 CJP/DOF

On August 17, the Conference was advised of the unit recently developed by the Laboratory whereby a radio impulse is placed on a telephone line, thus permitting microphone coverage without entering the subject's premises.

The Conference concurred with the Laboratory proposal that we should immediately construct 25 of these units. The cost for parts per unit is estimated at \$60 and each unit will require the work of one man for one week to construct. The construction work will be done in the Laboratory.

Present here: Messers Ladd, Glavin, Mohr, Clegg, Sizoo, Hargrett, Tracy, Belmont, Nichols, Nease, and Harbo.

Respectfully,  
For the Conference

Clyde Tolson

cc-Mr. Clegg  
Mr. Mohr

BTB:AF

*I had I  
will want to personally  
free on its use in each  
case before it is sent to  
A G for final approval*

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

RECORDED - 122

66-2554-7996  
AUG 30 1950  
14

SEP 5 1950

Mr. Tolson

August 17, 1950

Mr. Nichols

ALL INFORMATION CONTAINED

HEREIN IS UNCLASSIFIED

DATE 9/15/91 BY SP-5 U/P

For record purposes, I have taken up with the Conference on two days, August 15 and 16, the critical situation in the Files Section. Those present on August 15 were Messrs. Long, Sizoo, Rosen, Ladd, Belmont, Mohr, Harbo, Tracy, Glavin and Nichols. Those present on August 16 were Messrs. Hargett, Nease, Sizoo, Clegg, Belmont, Mohr, Harbo, Tracy, Glavin and Nichols.

It was pointed out to the Conference that we were confronted with the following situation in connection with name checks which is over and above the number for which we are geared to handle:

200,000 name checks from Coast Guard, including seamen, etc., which will be received at the rate of 10,000 per week. They have already started to come in and the entire number will have to be processed by December 23, 1950.

250,000 name checks from Coast Guard in connection with the port control program, consisting of stevedores, long-shoremen, which will be received at the rate of 12,000 a week from October 1, 1950, to February 24, 1951.

216,000 name checks in connection with the port control program which will be received at the rate of 12,000 a week from February 25, 1951, to June 30, 1951.

It is estimated that there will be an additional 200,000 employee loyalty forms in the next few months. The Air Force forms have jumped from 5000 a month to 15,000 a month.

It was pointed out to the Conference that if we could be given an additional 200 employees in the immediate future, this would not handle the problem in view of the necessity of training the employees, and that the only solution was to go on a voluntary 6-day week in the Files Section, with the usual overtime payments. The Conference was unanimous in recommending this.

In line with my discussion with the Director on August 16, and with the Director's approval, arrangements are being made to put the Files Section on a voluntary 6-day week basis beginning this week. It was estimated that we would have 85 per cent accepting, while complete figures are not in. Out of both our night and midnight shifts, all have volunteered to work with the exception of two individuals and they both are hardship cases.

Tolson  
Ladd  
Clegg  
Glavin  
Nichols  
Rosen  
Tracy  
Harbo  
Belmont  
Mohr  
Tele. Room  
Nease  
Gandy

LBN:MP

RECORDED 122

66-3554  
AUG 29 1950  
14

52 SEP 1 1950

Memo to Mr. Tolson  
August 17, 1950

The Conference in considering this entire matter considered several alternatives as follows:

1. The Security Division stated that they were geared to handle the additional 200,000 Coast Guard forms now and it would not be necessary for them to go on a 6-day week.

2. The matter was explored of putting all Supervisors assigned at the SOG on a 6-day week and letting them work in the Files Section doing file review work on Saturdays, unless they had urgent work that had to be performed on their own desk. It was the unanimous feeling of the Conference that this measure should not be employed.

3. The matter of cancelling annual leave was discussed and it was decided unanimously not to do so.

4. Consideration was given to bringing a special group of 50 to 75 Agents into the Files Section as we did in connection with the Loyalty Program. The Conference was unanimously opposed to this in view of the work load in the field, coupled with the fact that Agents would be working with clerks and representations made to the draft board would thus have an exception.

5. The matter was considered in connection with the work load in the Identification Division. Mr. Tracy was of the feeling that at this time a 6-day week was not necessary, although it might be necessary later on. *This has been considered & memorandum made to this effect by J. Edgar Hoover.*

6. The Conference reviewed the type of name checks being made and it was concluded that it would not be possible to discontinue making any of the name checks we are now making. In addition, the Conference discussed the matter of simplifying the name checks. This is covered by separate memorandum. It was the unanimous consensus that we could not cut down on the type of searches presently being made.

*Ym*

*Make every effort to  
get additional personnel  
for the Files.*

*H.*

THE DIRECTOR

8-4-50

① Executives Conference

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/5/91 BY SP-5 CJB/DPK

On 8-4-50, the Executives Conference, with Messrs. Glavin, Tracy, Harbo, Mohr, Ladd, Belmont, Rosen, F. H. McIntire and Carlson present, considered the request of Colonel James C. Bigler, Disciplinary Section, U. S. Marine Corps Headquarters, that 2 Marines be permitted to attend the next Session of the FBI National Academy.

Background

The Executives Conference on 7-18-50, considered a request by Colonel Bigler that one member of the U. S. Marine Corps be permitted to attend the next Session of the National Academy and unanimously recommended that his request be granted.

The Conference considered the regulation that we do not presently permit more than one member of any department to attend any one class of the FBI National Academy. Mr. Glegg had previously recommended that, if 2 men from the U. S. Marine Corps were permitted to attend the same class, they be selected by the U. S. Marine Corps from 2 different bases. The Conference was unanimously in favor of permitting 2 members of the U. S. Marine Corps to attend the next Session of the FBI National Academy and was opposed to placing any restrictions on the U. S. Marine Corps as to what bases these applicants would come from.

RECOMMENDATION: If you concur, it is recommended that this memorandum be referred to Mr. Belmont in order that Agent DeLoach of the Liaison Section may appropriately advise Colonel Bigler. This request by Colonel Bigler was made to Mr. DeLoach.

Respectfully,  
For the Conference

RECORDED

Clyde Tolson

INDEXED

166-2554-7708  
NOT RECORDED

146 AUG 15 1950

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

cc-Mr. Mohr  
Mr. Glegg

HH:DMG  
NOV 9 1950

ORIGINAL FILED IN 4614-6



## Office Memorandum • UNITED STATES GOVERNMENT

TO : THE DIRECTOR

DATE: 8/22/50

FROM : J. P. MOHR

SUBJECT: EXECUTIVES CONFERENCE ATTENDANCE  
August 22, 1950ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/5/91 BY SP-5CJ/PT/RT

The following were present at the Executives Conference today: Messrs. Ladd, Tracy, F. H. McIntire for Clegg, Glavin, Belmont, Hargett for Rosen, Harbo, Sizoo, Nease and Mohr.

Mr. Tolson	
Mr. Clegg	
Mr. Glavin	
Mr. Ladd	
Mr. Nichols	
Mr. Rosen	
Mr. Tracy	
Mr. Egan	
Mr. Gurnea	
Mr. Harbo	
Mr. Mohr	
Mr. Pennington	
Mr. Quinn Tamm	
Tele. Room	
Mr. Nease	
Miss Holmes	
Miss Gandy	

Mr. Clegg was absent due to the fact that he is on sick leave today.

Mr. Rosen was absent due to the fact he is accompanying Mr. Gurnea's body to Oregon.

RECORDED - 13

66-2537-17999  
AUG 31 1950

37

Mr. Nichols was unable to attend the Conference early this morning because of other specials on which he was engaged and after being in the Conference for a very few minutes left to keep an outside appointment.

JPM:DW

CC - Mr. Clegg  
Mr. Rosen  
Mr. Nichols

*I do think every effort should be made to attend to Ex. Conferences & that where possible appointments etc be made for much times as possible not prevent attendance at the Conferences.*

52 SEP 1 1950

## Office Memorandum • UNITED STATES GOVERNMENT

TO : THE DIRECTOR

DATE: 8/25/50

FROM : J. P. MOHR

SUBJECT: EXECUTIVES CONFERENCE ATTENDANCE  
August 25, 1950

Mr. Tolson	✓
Mr. Clegg	
Mr. Glavin	
Mr. Ladd	
Mr. Nichols	✓
Mr. Rosen	✓
Mr. Tracy	
Mr. Egan	
Mr. Gurnea	
Mr. Harbo	
Mr. Mohr	✓
Mr. Pennington	
Mr. Quinn Tamm	
Tele. Room	
Mr. Nease	
Miss Holmes	
Miss Gandy	

The following were present at the Executives Conference today: Messrs. Ladd, Tracy, Clegg, Glavin, Belmont, Hargett, for Rosen, Harbo, Nease, Sizoo and Mohr.

Mr. Nichols was absent and has stated he was working on specials.

Mr. Rosen has not as yet returned from his trip to Oregon.

ALL INFORMATION CONTAINED

HEREIN IS UNCLASSIFIED

DATE 4/5/91 BY SP-5C/BM

CC - Mr. Nichols  
Mr. Rosen

JPM:DW

For any particularly serious  
of Nichols attending 66-2554-8000

RECORDED - 109

AUG 31 1950

37

LADD

TRACY

TRACY

SEP 7

8-24-50

MR. NICHOLS

F. W. WALKART

GUIDEX FILE DIVIDERS AND FILE GUIDE TABS

ALL INFORMATION CONTAINED

HEREIN IS UNCLASSIFIED

DATE 6/5/91 BY SP-5/BJP

EXECUTIVE CONFERENCE

It is requested that the Records Section be furnished with 1,595 sets (6 to a set) of Guidex File Dividers with 2 File Guide Tabs for each set. We intend to utilize these dividers in the Filing Unit, both as a space savings device in our file cabinets and also to support the files within the drawers in an upright, tidy condition. The File Guide Tabs are intended to aid in locating the file quicker and thus, speed up the pulling and return of files.

1. 1,595 File Dividers, 6 to a set, @\$3.55 per set; total \$5,622.25  
These dividers shall be constructed of one piece tempered aluminum, 150S half hard, 32 thousandth (.032) thick. Shall support contents of filing cabinet drawer in vertical position. Each set to consist of six (6) units. Shall be GUIDEX or equal.
2. 3,190 File Guide Tab, @ \$ .08 each; total \$255.20  
These tabs shall be constructed of twenty-four (24) gauge steel, designed to adaptable or removable as desired, in any position along top of GUIDEX or equal, dividers. Tabs to be GUIDEX or equal.

SPACE:

The Guidex File Divider is primarily a space savings device and all of our experiments thus far have proven this contention. It is estimated that an average of 3" per file drawer can be gained by removing the back support and inserting in the drawer one set of the File Dividers. Applying the above gain in space to 1,595 file drawers you actually pick up 4,785" or 199 file drawers. Applying this to five-drawer letter size cabinets the net gain is 39 file cabinets. This many file cabinets will occupy 175 1/2 square feet. Actually all space gained will probably be in expansion in cabinets already occupied by files.

We anticipate using these dividers in our more active files where expansion is constant and file pulling traffic is heaviest. It is to be noted that the dividers can not be used without the rod that runs through the bottom of the file drawer. Many of the rods were removed during World War II to help the scrap drive. However, all new cabinets are now equipped with them.

FILE REPAIR:

Another very important asset in connection with our acquiring these dividers is the fact that many files become damaged when riding back and

66-2554-1  
NOT RECORDED

142 SEP 28

INITIALS ON ORIGINAL

59 OCT 4 1950

ORIGINAL FILED IN 66-2554-1

8-24-50

forth in the file drawer during the normal opening and closing of the drawer. This is especially true when some of the files in a particular drawer have been charged out. The desired dividers will prevent just this as the upright dividers spaced evenly six times within each drawer reduces the tendency for the files to bend under their own weight. The example in the attached advertisement is, of course, slightly exaggerated. However, an examination of the average file drawer will always reveal a similar condition.

It is interesting to note that in this connection several of the big cabinet manufacturers now build into their cabinets, supports similar to the divider mentioned above. This, of course, is the same principle advocated by GUEDEX.

#### READY REFERENCE TO FILES:

Seldom if ever in a numerical type file do you find the set-up whereby guides appear within the file drawer as an aid to locating the desired file. Never before in the history of the records section has such a system been applied. Thus, the opportunity presented itself for us to experiment with a "filing aid" entirely foreign to our past procedure. As a result of this experiment, employee reaction was favorable and it was discovered that all jobs connected with mail filing and file pulling were handled more expeditiously. The average file drawer is labeled on the outside and once the drawer is opened the employee has to page through the files until the desired file is located. With the use of the Guide Tabs in each drawer, unnecessary searching is eliminated and the job at hand is, of course, expedited.

#### RECOMMENDATION:

It is recommended that the Chief Clerk's Office order for use in the Records Section the File Divider and File Guide Tabs described above.

As mentioned previously this order does not take care of all the files in the Record Section. However, it is believed that the above can be utilized in our more active files to great advantage.

OCM:emh

Encl.

8-28-50

ADDENDUM: THE TOTAL COST OF THE ABOVE EQUIPMENT AMOUNTS TO \$5,877.45. THE SAVINGS OF 39 FILE CABINETS @ \$51.02 WILL RESULT IN A SETOFF OF \$2,106.78. THE RESULTING NET COST FOR THIS EQUIPMENT WOULD THEREFORE BE \$3,770.67.

IN ADDITION TO SAVING FILE CABINETS THERE ARE INTANGIBLE ADVANTAGES WHICH CANNOT BE MEASURED BY AN EXACT FIGURE. FOR INSTANCE, IN THE REDUCED REPAIR OF FILES AND THE INCREASED EFFICIENCY IN FILE PULLING AND REFILING THERE WILL BE CONSIDERABLE SAVINGS IN TIME AND MONEY.



MEMO TO MR. NICHOLS FROM F. W. WAIKART

8-24-50

AFTER EXTENSIVE EXPERIMENTS WITH THIS ENTIRELY NEW TYPE OF FILE DIVIDER, IT IS OUR FIRM CONVICTION THAT THE OVER-ALL SAVINGS AND INCREASED EFFICIENCY WILL MORE THAN COMPENSATE FOR THE COST OF THE EQUIPMENT.

FWW:nle

ADDENDUM - September 12, 1950

The Executives Conference of September 1, 1950, consisting of Messrs. Mohr, Ladd, Rosen, Tracy, Harbo, Belmont, Nichols, Clegg, Sizoo and Glavin, recommended approval of the purchase of the above-mentioned equipment. WRG:VH

THE DIRECTOR

August 25, 1950

THE EXECUTIVES' CONFERENCE

~~DISPOSAL OF ALIEN ENEMY CONTRABAND PROPERTY~~

At the Executives' Conference on August 25, 1950, Messrs. Ladd, Glegg, Glavin, Harbo, Tracy, Mohr, Sizoo, Nease, Hargett, and Belmont in attendance, the Conference recommended dissemination of the attached SAC Letter, instructing the field to be sure that all alien enemy contraband property, except that being retained as evidence, has been turned over to the United States Marshals.

This action is believed necessary because the Department of Justice has advised that the title to all unreturned alien enemy contraband property in the custody of the United States Marshals and other police authorities in consequence of the contraband property control program during World War Two shall be deemed to have vested in the United States on March 16, 1950. The Department instructed all United States Marshals on August 2, 1950, as to the proper disposition of this property by sale, or in the case of revolvers and pistols, by shipment to the Procurement Section of the Department of Justice.

In the event you approve, this letter will be disseminated to the field.

Respectfully,  
For the Conference

Clyde Tolson

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/5/97 BY SP-5 C. J. B. / J. B. B.

Attachment

CC - Mr. H. H. Glegg

Mr. J. P. Mohr

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Glegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

AHB:tlc

de

RECORDED - 46

INDEXED - 46

EX-100

64-253-8001  
SEP 1 1950  
14

CC - Mr. Ladd  
Mr. Rosen  
Mr. Hargett  
Mr. Griffith

The Director

August 24, 1950

6  
The Executive Conference

~~BANK ROBBERY AND INCIDENTAL CRIMES~~

ALL INFORMATION CONTAINED

HEREIN IS UNCLASSIFIED

DATE 6/5/91 BY SP-5 C/BH

Attached hereto is a recommended Bureau Bulletin relative to the recent amendment of the Bank Robbery statute. All offices were advised on August 4, 1950 by radiogram that the President had signed this amendment and that savings and loan associations, the accounts of which are insured by the Federal Savings and Loan Insurance Corporation, are now within the purview of this statute.

It now appears that there is some question as to whether other institutions, the accounts of which are insured by the Federal Savings and Loan Insurance Corporation, are brought within the purview of the statute by this amendment. This matter has been referred to the Department for an opinion. In view of this, there will be some delay before appropriate Manual and Handbook changes are submitted and it is therefore felt that it is appropriate at this time to disseminate the attached Bureau Bulletin so that all Agents will be aware of the amendment and the above question and its referral to the Department.

The Washington Field Office has contacted the Federal Savings and Loan Insurance Corporation for a list of savings and loan associations, the accounts of which are insured by that corporation, and have been advised that a pamphlet is being prepared listing the institutions, the accounts of which are insured by them, and that it will be available within one or two weeks. The Washington Field Office will forward a copy of this pamphlet to each office as well as to the Bureau.

The Executive Conference unanimously approved the attached Bureau Bulletin today with Messrs. Ladd, Hargett for Rosen, Nichols, Glavin, Tracy, Parsons for Harbo, Belmont, Clegg, Mohr, Sizoo, and Nease in attendance.

Attachment

Respectfully,  
For the Conference

CC Mr. Clegg  
Mr. Mohr

Glyde Tolson

Mr. Tolson  
Mr. Clegg  
Mr. Glavin  
Mr. Ladd  
Mr. Nichols  
Mr. Rosen  
Mr. Tracy  
Mr. Egan  
Mr. Gurnea  
Mr. Harbo  
Mr. Mohr  
Mr. Pennington  
Mr. Quinn Tamm  
Tele. Room  
Mr. Nease  
Miss Gandy

RECORDED - 127

SEP 1 1950

EX - 14

INDEXED

54 SEP 2 1950

THE DIRECTOR

August 28, 1950

THE EXECUTIVES' CONFERENCE

COMMUNIST PARTY, USA  
MEMBERSHIP

On August 25, 1950, the Executives' Conference, consisting of Messrs. Ladd, Clegg, Glavin, Harbo, Tracy, Mohr, Sizoo, Nease, Hargett, and Belmont in attendance, considered an SAC Letter furnishing additional instructions to the field on the reporting of membership in the Communist Party.

The Conference was advised that the original instructions to the field were sent out by SAC Letter #24, Series 1948, dated February 13, 1948. A review of recent quarterly reports discloses that data concerning membership is not being reported uniformly by the field, thereby making it difficult to accurately compute the membership here at the Bureau. The additional instructions will remedy this situation and enable the Bureau to accurately compile membership figures, as reported quarterly by the field offices.

The Conference unanimously recommended that this SAC Letter be disseminated. In the event you approve, this will be done.

Respectfully,  
For the Conference

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/6/51 BY SP-5 C/LHC

Clyde Tolson

Attachment

CC - Mr. H. H. Clegg  
Mr. J. P. Mohr

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

AMB:tlc

RECORDED

EX-16

AUG 31 1950

54 SEP 5 1950



THE DIRECTOR

8-25-50

Executives Conference

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED

DATE 6/6/91 BY SP-5 CJB

The Executives Conference on 8-24-50, with Messrs. Glavin, Tracy, Nichols, Mohr, Belmont, Ladd, Sizoo, Hargett, Parsons, Nease and Clegg present, considered an inquiry from the Miami Office as to whether the Bureau would participate in the training in law enforcement subjects of auxiliary police.

It appears, according to Lt. A. E. Anderson, FBI NA, Director of Training of the Miami Police Department, that there will be about 150 volunteer workers who will be trained as auxiliary police to work with the Miami Police Department. The auxiliary police will receive no pay for their services but will be provided with uniforms to be worn on duty which will be the same as the uniforms of the regular police except that they will have a shoulder patch on which will appear some wording designating them as auxiliary police. They are being thoroughly screened by the Miami Police Department and will be given full powers of the regular police force while on duty. They will be armed and will work in a patrol car or on a beat with a regular member of the Police Department.

It is planned to give them 30 hours of training to include such subjects as Law Enforcement As A Profession, Traffic, Firearms, Crime Scenes, Laws of Arrest, Searches and Seizures and they will be provided with a certificate upon completion of their training. The University of Florida has drawn up the so-called training program to be used on a statewide basis and which will follow the pattern of a course given to auxiliary police in World War II.

For instructors the Miami regular Police Department instructors will be used. He also indicated he may request the assistance of the Bureau in giving training in police subjects including firearms.

RECORDED - 60

INDEXED - 60

Mr. Roger Gleason, Director of Civilian Defense, Connecticut, also recently inquired concerning whether the Bureau would participate in training auxiliary police.

The Executives Conference made the following recommendations:

(1) That no training be given to auxiliary or other police in matters of civilian defense, which is a policy already approved and now being followed.

(2) That the Bureau provide training for auxiliary police under the following conditions:

(a) That the auxiliary police be regularly inducted as such in the police department and that they are functioning as

cc - Mr. Mohr  
Mr. Clegg

Tolson  
Ladd  
Clegg  
Glavin  
Nichols  
Rosen  
Tracy  
Harbo  
Belmont  
Mohr  
Tele. Room  
Nease  
Gandy

auxiliary police under the supervision of the Chief or head of the law enforcement agency.

(b) That the only training given to auxiliary police whether they are assembled with regular police or in separate groups be on regular law enforcement subjects.

(c) That a specific request for such training must come from the police agency to which they are attached and that no solicitation by any Bureau official be made to give such training.

(d) That the course of training provided be on the basis of the needs of those who are being trained and that we not accept any patented course prepared by any university or other group but that it be handled on a regular basis, such as, regular police training is now given; that is, a course of training is prepared to fit the needs of the class to be instructed. This means that such subjects as Jurisdiction, Work, Functions and Cooperative Services of the FBI would be included in all these discussions in order to acquaint these auxiliary policemen with the necessity of referring directly to the FBI any indications of any violation of law under the Bureau's jurisdiction and any Internal Security matter.

~~It~~ That the Field Offices be advised of this policy by SAC Letter and that the Miami Office be advised similarly.

Respectfully,  
For the Conference

*Y*  
Glyde Tolson

*Right but don't  
let us get bogged  
down with it as it  
can sink us*

*JA*

u  
THE DIRECTOR

August 4, 1950

THE EXECUTIVES CONFERENCE

TELEPHOTO PHOTOGRAPHIC EQUIPMENT

At present the Bureau has 17 telephoto lenses for use with Speed Graphic cameras and 6 telephoto lenses for use with Leica cameras. On August 3 the Conference considered the recommendation of the Laboratory that 6 additional telephoto lenses for use with Leica cameras be purchased and furnished to the field.

This equipment is extremely valuable in obtaining good identification photographs in espionage cases and in internal security cases. In view of the present emphasis on Communist investigations with a view to ascertaining whether the individuals should be designated as subjects of Security Index cards and the need for good identification photographs in connection with this program, the Conference was unanimously in favor of this recommendation.

If the Director concurs, 6 telephoto units for Leica cameras, known as the "Old Delft Tototel", will be purchased at an approximate cost of \$226.50 each for distribution to the field.

Present were: Messrs. Ladd, Glavin, Tracy, Mohr, Belmont, Rosen, Clegg, Carlson, and Harbo.

Respectfully,  
For the Conference

Clyde Tolson.

BTH:AF

cc-Mr. Clegg  
Mr. Mohr

RECORDED - 27

166-2554-8 005  
SEP 15 1950

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

4 SEP 7 1950

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/6/91 BY SP-5 ci/btp

THE DIRECTOR

8-17-50

Executives Conference

The Executives Conference on 8-16-50, with Messrs. Glavin, Tracy, Harbo, Mohr, Nichols, Sizoo, Hargett, Belmont, Nease and Clegg present, approved the attached form of charter to be issued by the National organization of the FBI National Academy Associates to the State and Regional Chapters.

The Constitutional amendments approved at the last reunion made it mandatory that the National organization approve the State or Regional Chapters in order that these Chapters might be required to have a Constitution consistent with that of the National organization. In this instance it would avoid honorary memberships and other practices which are frowned on by the National organization.

The President of the Associates has requested some Charter forms. It was recommended that the attached form be approved.

Respectfully,  
For the Conference

Clyde Tolson

Attachment

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/6/91 BY SP-5CJ/DM

cc-Mr. Mohr  
Mr. Clegg

EX - 14

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

HHC:DMG

RECORDED - 125

66-2534-8000  
SEP 5 1950



The Director

August 18, 1950

The Executives Conference

The Executives Conference of August 15, 1950, consisting of Messrs. Ladd, Long for Glegg, Sizoo for Carlson, Nichols, Nease, Rosen, Belmont, Mohr, Harbo, Tracy and Glavin, was advised by Glavin that he has a request from the Files Section of the Bureau for the purchase of certain files equipment as follows:

300 3x5 eighteen-drawer sections for index records

282 five-drawer letter size steel file cabinets

12 four-drawer fireproof legal size cabinets for personnel records

The Conference was advised that the total cost of this equipment would be \$17,365.76.

The Conference approves the purchase in question since justification furnished by the Files Section shows the need for this particular equipment.

Respectfully,  
For the Conference

Clyde Tolson

CC: Mr. H. H. Glegg  
Mr. Mohr

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/6/71 BY SP-5 C-1025

Tolson NRG:VH

Ladd \_\_\_\_\_

Glegg \_\_\_\_\_

Glavin \_\_\_\_\_

Nichols \_\_\_\_\_

Rosen \_\_\_\_\_

Tracy \_\_\_\_\_

Harbo \_\_\_\_\_

Mohr \_\_\_\_\_

Tele. Room \_\_\_\_\_

Nease \_\_\_\_\_

Gandy \_\_\_\_\_

EX - 83  
RECORDED - 129

66-2534-8007  
SEP 5 1950

54 SEP 7 1950

THE DIRECTOR

9/31/50

EXECUTIVES CONFERENCE

BULKY EXHIBIT CLASSIFICATION

The Executives Conference on 8/30/50, consisting of Messrs. Glavin, Tracy, Harbo, Mohr, Belmont, Ladd, Nichols, Sizoo, Nease and Clegg, considered the suggestion made by SAC Scheide of the New York Office concerning charging out bulky exhibits. The present procedure is to place a charge-out slip in the file to which the bulky exhibit relates. The suggestion is that the charge-out slip be maintained in numerical order in a box and retained by a clerical employee handling the exhibits which will avoid the necessity of pulling and examining it when only a bulky exhibit is needed.

The Executives Conference recommended and the Director approved that this practice be handled on an experimental basis in the New York and Los Angeles Offices for a period of six months. Both the New York and Los Angeles Offices have advised that the suggested system provides better control, quicker location and an easier follow-up for the return of bulky exhibits. Both offices recommended the adoption of this system. Based upon this experience, the Executives Conference recommended unanimously favorably and there is attached hereto an SAC Letter to this effect, if approved.

Respectfully,  
For the Conference

Clyde Tolson

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/6/91 BY SP-5 CIB/DT

cc: Mr. Clegg  
Mr. Mohr

EX - 83

Attachment

RECORDED - 123

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

SEP 23 1950

54 SEP 1950

SEP 5 1950

8008

The Director

July 19, 1950

The Executives Conference

The Executives Conference consisting of Messrs. Tolson, Glavin, Quinn Tamm, Carlson, Parsons, Belmont, Ladd, Rosen, Clegg and Nichols considered the suggestion emanating from the Records Section that the alphabetical administrative files on Bureau Agents be discontinued and the contents therein be placed in personnel files.

The Conference pointed out that putting administrative material in personnel files would in due time make personnel files bulky and unruly.

The Conference was therefore unanimous in recommending against such a course of action.

Respectfully,  
For the Conference

Clyde Tolson

CC - Mr. Mohr

CC - Mr. Clegg

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/6/91 BY SP-5 C. 1078

LBN:mrh:mb

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

RECORDED - 39

SEP 5 1950

5 SEP 6 1950

THE DIRECTOR

August 30, 1950

THE EXECUTIVES' CONFERENCE

HANDLING OF CONFIDENTIAL NATIONAL DEFENSE  
INFORMANTS CALLED UP FOR INDUCTION

On August 30, 1950, the Executives' Conference, consisting of Messrs. Ladd, Rosen, Sizoo, Glegg, Nichols, Mohr, Harbo, Tracy, Glavin, and Belmont, considered the problem posed by the calling for induction of National Defense informants of the Bureau from the standpoint that such informants will be asked whether they are members of subversive organizations.

It was pointed out to the Conference that the Phoenix Office had advised that a Confidential National Defense Informant will probably be called for induction during the first week of September, 1950, and as a consequence, will be required to fill out forms on which loyalty questions will be asked and more specifically whether he is or ever has been a member of the Communist Party or any other organization which advocates the overthrow of this Government by force or violence. It was pointed out that the Bureau will probably have a number of Confidential National Defense Informants who will be faced with this problem within the next few months. Many of the informants, because they have belonged to the Party as Bureau informants, will probably not desire to be classed as Communists by the Armed Forces, and therefore, may disclose their identities as Bureau informants when faced with the necessity of either filling out the form inquiring or being classed as Communists if they answer the questions in the affirmative.

It was the unanimous opinion of the Executives' Conference that this problem should be taken up with General Bolling, of IDA, and an understanding be worked out with him that an informant will fill out the form negatively, that is, by stating that he is not a member of the Communist Party or related organizations. In each instance, however, where an informant is called for induction, G-2 will be advised by the Bureau of the status of the informant on a confidential basis in order that the informant will not be opened to charges of perjury at some later date. It was also recommended that the Attorney General be advised of this agreement after it has been worked out with G-2 in order that the Bureau will be on record with the Department in the event an informant is later charged with making a false statement in one of these forms.

In the event you approve, this matter will be discussed directly with General Bolling by Liaison and thereafter the field will be appropriately instructed by SAC Letter. A memorandum will be directed to the Attorney General.

Respectfully,  
For the Conference

Clyde Tolson

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/6/91 BY SP-5C/BK

Tolson  
Ladd  
Clegg  
Glavin  
Nichols  
Rosen  
Tracy  
Harbo  
Mohr  
Tele. Room  
Nease  
Gandy

CC - Mr. H.H. Glegg  
Mr. J.P. Mohr

AMTLC (3)

SEP 6 1950

RECORDED-26

SEP 16 1950



~~SECRET~~

EXEMPTED FROM AUTOMATIC  
DECLASSIFICATION  
AUTHORITY DERIVED FROM:  
FBI AUTOMATIC DECLASSIFICATION GUIDE  
EXEMPTION CODE 25X(1)  
DATE 05-06-2011

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED EXCEPT  
WHERE SHOWN OTHERWISE

THE DIRECTOR

August 30, 1950

THE EXECUTIVES' CONFERENCE

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED

DATE 6/6/96 BY SP-5 CJB/bhp

PLACEMENT OF FBI OR FBI TRAINED INSTRUCTOR  
WITH

On August 29, 1950, the Executives' Conference, consisting of Messrs. Ladd, Glavin, Harbo, Mohr, Rosen, F. H. McIntire, Sizoo, Nease, Tracy, Nichols, and Belmont, considered information furnished by Special Agent [redacted], newly-established Liaison Agent in [redacted], to the effect that

b7D

[redacted] indicated that one of the situations of interest to the Embassy was the placement of an FBI or FBI trained instructor with the [redacted] said it would be of great advantage to the Embassy to have a person in that capacity. The Ambassador instructed Mr. [redacted]

b1

(S)

(S)

The attention of the Executives' Conference was called to a request through Liaison in January, 1950, from the State Department as to whether the Bureau would object to the State Department contacting former Agent [redacted] with regard to police instruction in [redacted]

Tolson  
Ladd  
Clegg  
Glavin  
Nichols  
Rosen  
Tracy  
Harbo  
Mohr  
Tele. Room  
Nease  
Gandy

CC - Mr. H. H. Clegg  
Mr. J. P. Mohr

b6  
b7C

RECORDED - 46

100

SEP 5 1950

b7D

34 SEP 8

~~SECRET~~

classified per OGA letter 4/11

~~SECRET~~

MEMORANDUM FOR THE DIRECTOR

b6  
b7C  
b7D

The State Department was advised at that time that the Bureau had no objection to their approaching [ ] for the assignment desired by [ ] Referral/Consult

It was the unanimous opinion of the Executives' Conference that we should neither furnish an FBI Agent to carry on such instruction, nor should we recommend any ex-Agent in the event an additional official request is received. It was further recommended that a letter be sent to [ ] advising him of the Bureau's position in this respect. Such a letter is attached for your approval.

b7D

(S)

Respectfully,  
For the Conference

b1

✓  
Clyde Tolson

~~SECRET~~

PERS. FILES

The Director

August 30, 1950

The Executive Conference

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/6/91 BY SP-5 CJP/ptg

The Executive Conference consisting of Messrs. Nease, Lisco, McIntire, Rosen, Ladd, Belmont, Mohr, Harbo, Tracy, Glavin and Nichols, considered the following matter presented to the Conference by Mr. Nichols:

The Conference was advised that former Special Agent Tom Dawsey is now assigned to the field supervisory staff of the Department of Agriculture in the Transportation and Warehouse Branch. This branch has the responsibility for maintaining warehouses and all technical aspects of commodities.

Dawsey has been in Washington approximately five weeks. Dawsey made inquiry regarding the possibility of sabotage. This had not heretofore been considered by the Department of Agriculture, and the head of his division, Mr. Hudtloff, instructed Dawsey to informally discuss their problems with the FBI. I told Dawsey that I would take the matter up and see what could be done and then at a later date, he could discuss the matter with somebody in the Bureau.

Dawsey told me food stores were absolutely staggering. For example, we have 791,283,873 bushels of grain. There are 1,333,473,421 pounds of commodities such as rice, beans, peas, cotton seed meal, and seeds. There are 753,725,337 pounds of processed commodities such as butter, cheese, eggs, milk, turkeys, seed, and canned meat. Total stores total 603,310,525 pounds of materials, and so on down the line.

He states they have no security whatsoever; that they have learned that the Communists in France have been attacking stored commodities; that they are very easily sabotaged. He felt that something should be done.

I told him that, of course, plant surveys were made by the Munitions Board; although, I did not know whether the Munitions Board would have any jurisdiction.

With the exception of Mr. Nichols, the Conference was of the unanimous opinion that we should simply tell the Agriculture Department that the security is their responsibility.

It was the view of Mr. Nichols that since the Bureau does have the responsibility of sabotage, that we at least should explore this whole problem far enough to find out what the problem is, what type of security would be necessary to prevent sabotage, and where the processed commodities were stored. Even the Agriculture Department does not have a master list.

CC: Mr. Mohr.

Mr. Clegg

LBN:JP

Tolson  
Ladd  
Clegg  
Glavin  
Nichols  
Rosen  
Tracy  
Harbo  
Belmont  
Mohr  
Tele. Room  
Nease  
Gandy

EX-129

66-2554-8012

SEP 5 1950

no

Mr. Nichols took the view that we could go into the matter with the possibility of ~~sabotage of our stored food~~ our ~~plushes~~; that we could at least make a preliminary check to see what security there is, with a view of protecting the Bureau by pointing out the problems of security to the Department of Agriculture.

The attached inventory was left by Parson, which he stated was exceedingly confidential and which will have to be returned to him.

Respectfully,  
For the Conference

Glyde Tolson

Attachment

I agree with majority.  
It is strictly the business  
of the Dept of Agriculture

9-1

I Concur

H.



THE DIRECTOR

August 30, 1950

THE EXECUTIVES' CONFERENCE

COMMUNIST INVESTIGATIONS

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/6/97 BY sp-5a/bse

On August 30, 1950, the Executives' Conference, consisting of Messrs. Ladd, Rosen, Sizoo, Clegg, Nichols, Mohr, Harbo, Tracy, Glavin and Belmont, considered a proposed Bureau Bulletin to All Investigative Employees, advising that investigations of Internal Security-C. and Security Matter-C. cases should be conducted on a more direct and open basis than has been customary in the past.

It was pointed out to the Conference that in view of the conviction of the eleven Communist Party leaders and the publicly known fact that the Bureau has the responsibility for investigation of subversive activities, including the Communist Party, USA, there no longer exists a need for an indirect approach and the use of pretexts in investigating the usual Internal Security-C. and Security Matter-C. cases. There will be exceptions warranted by the nature of individual cases.

The Executives' Conference was of the unanimous opinion that considerable time could be saved by the field and more accurate results obtained through investigation by a more direct approach in these cases. The Conference unanimously recommended approval of the attached Bureau Bulletin to the field in this respect.

The Joint Committee had previously recommended favorable consideration of a suggestion along these lines by Special Agent Harvin E. Steffen, of the Norfolk Division.

In the event you approve, this Bulletin will be disseminated immediately to the field.

Respectfully,  
For the Conference

Clyde Tolson

RECORDED - 125

SEP 6 1950

INDEXED - 125

EX-11

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

CC - Mr. H. H. Clegg  
Mr. J. P. Mohr

Attachment

AHB:tlc

54 SEP 8 1950

THE DIRECTOR

August 25, 1950

THE EXECUTIVES' CONFERENCE

ALL INFORMATION CONTAINED

HEREIN IS UNCLASSIFIED

DATE 6/6/91 BY SP-5 CIP/DTX

CONFIDENTIAL NATIONAL DEFENSE INFORMANT  
CHARLOTTE DIVISION

The Executives' Conference, consisting of Messrs. Ladd, Sizoo, Hargett, F. H. McIntire, Mohr, Parsons, Tracy, Glavin, Nease, Nichols and Belmont, on August 23, 1950, considered the request of the above informant that he be called into the service of the Army and assigned in an inactive capacity in his own territory to continue to act as an informant of the Bureau.

The Conference was advised that [redacted] was originally interviewed by reference from the [redacted] of the Army on August 4, 1948, at which time he stated he had been on active duty as a [redacted] with the United States Army in [redacted] and since his [redacted]

He advised that he had approached [redacted]

[redacted] to secure information of value to the Government.

During the initial interview by Special Agents, it was pointed out to [redacted] that if he did enter the Communist field, he would probably jeopardize his career and bring criticism not only on himself, but upon his family. He recognized this and advised that he wanted to be kept in a position where he could be of continued service to his country in the event of war, such as service either in the Army or in a civilian capacity. At that time he was a [redacted]

[redacted] was developed as an informant with the understanding that if he desired to furnish information, it must be on his own initiative. He became closely associated with [redacted] Communist Party [redacted] and continued to be active, furnishing good information. Through [redacted] he attended a two-week [redacted] in [redacted]

He is being paid sixty dollars a month.

The informant has now advised that if the current world situation develops into an emergency, he will be more valuable by maintaining his undercover assignment covering subversive activities of Communists in the Charlotte and other areas. He suggests that the Bureau might consider his being called [redacted] and then detailed for assignment to the FBI. He

Tolson  
Ladd  
Clegg  
Glavin  
Nichols  
Rosen  
Tracy  
Harbo  
Mohr  
Tele. Room  
Nease  
Gandy

RECORDED - 46

INDEXED - 46

EX-100

66-2557-8014  
SEP 6 1950

ATB:tlc

MEMORANDUM FOR THE DIRECTOR

would thus be available to move wherever his services were needed most. He would further be able to devote more time to Communist activities. He pointed out that during the past month he has been prevented from doing practically all work at his [redacted]

[redacted] of the Communist Party. He pointed out that he will be asked to [redacted] Communist Party members and his activities in this respect will subject him to criticism. If he is on duty as an [redacted] his activities in this respect will not subject him to criticism by [redacted] at a later date.

b7D

The Executives' Conference was of the opinion that this informant is of value; that he has a very real problem; and that it would be desirable to discuss this matter with General Bolling to secure his views concerning the reactivation of the informant as an [redacted]

The Executives' Conference pointed out that the Bureau needs all the reliable informants it can get, and because of our close relationship with G-2, the Bureau would have full control of the informant.

In the event you approve, this will be discussed with General Bolling by Liaison.

Jayne  
H

Respectfully,  
For the Conference

Clyde Tolson

I don't feel Communism activity  
in North Carolina is sufficiently  
important to justify the  
action recommended above

9-2  
7

h  
The Director

August 25, 1950

The Executives Conference

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED

DATE 6/4/81 BY SP-5C/DAT

The Executives Conference of August 17, 1950, consisting of Messrs. Mohr, Harbo, Hargett for Rosen, Sizoo for Carlson, Belmont, Clegg, Ladd, Tracy and Glavin, was advised that in connection with the suggestion recently submitted by Special Agent F. X. Jahn of the Baltimore Office concerning the abolishment of the use of registered mail for the transmission of salary expense checks, complete returns from the field reflect that there would be approximately \$4,792.70 in savings through the adoption of this suggestion.

It was pointed out, however, that the suggestion had been made on occasions in the past. There is no way at the present of recognizing the Bureau employees who made the suggestion other than to recall them personally, there having been one instance where an employee had made a similar suggestion in August of 1948.

The Conference, therefore, recommends that no cash award be made to Jahn as a result of the suggestion made by him.

Respectfully,  
For the Conference

Clyde Tolson

CC: Mr. H. H. Clegg  
Mr. Mohr

WRG:VH

RECORDED - 45

EX-100

66-2554-8015  
SEP 6 1950

37

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

I do think Agent Jahn  
should be personally  
commended by letter  
for his suggestion

yes

h/f

9-2



THE DIRECTOR

8-2-50

Executives Conference

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 4/6/91 BY SP-5 CIP/H

The Executives Conference on 8-1-50, with Messrs. Glavin, Tracy, Harbo, Ladd, Mohr, Nease, Nichols, Rosen, Belmont, Carlson and Clegg present, considered the attached article on "Law Enforcement Methods and Due Process of Law" written by Robert W. Miller, Professor of Law at Syracuse University, who is also a former Agent of the FBI. Miller originally prepared an address on this subject before the New York State Chiefs of Police Association. The SAC at Buffalo was impressed by it and by the reaction and suggested publication in the Law Enforcement Bulletin.

It was reviewed at the Bureau by several officials and some objectionable features were found since it was prepared specifically for New York State Police Chiefs. The objections were made known to Mr. Miller through the Albany Office and he rewrote the article. It was being considered for publication in the FBI Law Enforcement Bulletin. Mr. Rosen objected to it because it set forth no specific rules which can be followed and, thus, is confusing; because the article does not define a particular rule to be followed in each of the states; that the article would be of value to the local officer only when it pertained to the law and judicial interpretation of the law in his own state and that future Court decisions may alter and change the present requirements. Because of this objection, it was decided not to print the article.

The matter was re-presented to the Executives Conference on August 1, 1950, with the recommendation that the article be reconsidered for publication in the FBI Law Enforcement Bulletin and that reprints be prepared for distribution to the members of the FBI National Academy. It was pointed out that the article deals with due process of law under the 14th Amendment to the Constitution and the interpretations of the Federal Supreme Court would be helpful to the local officers in observing the trend of the Court's thinking and what they do not approve in the way of illegal and unethical practices. FBI National Academy students frequently request Supreme Court decisions on due process of law and Civil Rights. This would provide a compilation under the name of Professor Miller. It was felt that the article would provoke considerable thought, would provide a basis for local police instructors to teach their own classes and is information which should, in fact, be given to the local police. This thought-provoking article would, therefore, be calculated to improve the treatment of prisoners by police and possibly even reduce Civil Rights cases. Mr. Rosen was still opposed

Tolson  
Ladd  
Clegg  
Glavin  
Nichols  
Rosen  
Tracy  
Harbo  
Belmont  
Mohr  
Tele. Room  
Nease  
Gandy

Attachment  
cc-Mr. Mohr  
Mr. Clegg  
HUC-DUC

RECORDED - 45

SEP 6 1950

37

66-2534-8016

for the reasons stated.

All other members of the Executives Conference recommended that it be published and pointed out that the article develops the theme adequately that the article is to aid police to understand the trend of Supreme Court decisions; sets forth certain basic principles of Constitutional law; enables the police to understand the due process clause of the Constitution and that the local officers should confer with their own local prosecutors in exploring the limitations upon the police within the several states. The Conference, other than Mr. Rosen, recommended that the article be printed in the FBI Law Enforcement Bulletin and reprints be made available for distribution to the members of the FBI National Academy classes.

Respectfully,  
For the Conference

Clyde Tolson

*Agrees with majority*  
*9-2*  
*205*

THE DIRECTOR

8/11/50

JOINT COMMITTEE

SUGGESTION NO. 184

EMPLOYEE: SA [REDACTED]

SEATTLE OFFICE

BANK ROBBERY CASES

SAVINGS: None

AWARD: None

b6  
b7C

MEMBERS PRESENT: H. H. Clegg  
R. T. Harbo  
R. Scheidt  
S. K. McKee

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/6/91 BY SP-5 CJP/ST

-2

SUGGESTION:

That the Bureau collect from the field and disseminate to the field modus operandi information on methods and personal appearance information on subjects in bank robbery cases. The suggestion calls for all offices to review unsolved bank robbery cases, to furnish the Bureau with all modus operandi data and complete physical descriptions and that this information be placed on IBM punch cards. Thereafter, unknown subjects in bank robbery cases would be searched through these IBM cards based on available information.

ADVANTAGES:

SA [REDACTED] believes that bits of information in one robbery might take on greater significance if they were found again in another unsolved robbery and that this would be more scientific than merely depending on other field offices to set out leads or other information to certain field offices and it would also make it possible to set up blocks or groups of similar robberies upon which a subject might be logically questioned upon apprehension.

DISADVANTAGES:

1. The Supervisor on the bank robbery desk at the SOG as a Coordinator will become familiar with usual patterns and will be able to effect the usual coordination.
2. The proposal would require the establishment of a new modus operandi in personal appearances which would not be particularly effective in checking over the personal appearance card system since no specific identification has been made over the years in which it has been under operation.
3. Personal appearance data as could be supplied to the Bureau from the field would require the additional use of manpower in maintaining such a file. At least one clerical employee would devote a considerable amount of time setting up and maintaining it with necessary supervision.

RECORDED - 45

SEP 16 1950

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

Mr. Clegg  
Mr. Mohr

ENC. 1

101-X3

It is felt that a bank robber or groups of robbers operate sectionally rather than nationally.

JOINT COMMITTEE CONSIDERATION: Unanimously unfavorable.

① EXECUTIVES CONFERENCE CONSIDERATION: Unanimously unfavorable.

The Executives Conference on 8-16-50, with Messrs. Glavin, Tracy, Harbo, Mohr, Nichols, Sizoo, Hargett, Belmont, Nease and Clegg present, considered the above suggestion and recommended unanimously unfavorable.

Respectfully,  
For the Conference

Y  
Clyde Tolson

QZ



h  
THE DIRECTOR

August 4, 1950

The Executives Conference

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/6/91 BY SP-5CJ/DH

The Executives Conference consisting of Messrs. Ladd, Clegg, Rosen, Glavin, Harbo, Belmont, Carlson, Mohr, and Tracy on August 3, 1950, considered a subject concerning the filing of missing person correspondence where a missing person notice is established in the Identification Division.

Under the present procedure missing person correspondence is routed to the Identification Division. No search is made in the Records Section. Approximately 125 missing person notices are placed per month. The correspondence is filed in the Records Section. Missing person correspondence where no missing person case is opened is returned to the sender.

If the correspondence is routed directly to the Identification Division and filed in the Posting Section where missing person cases are handled or in the fingerprint jacket, if there is a fingerprint record, the recording, indexing and the filing would be eliminated in the Records Division.

It is pointed out that other wanted notices where they are placed by law enforcement agencies or Government agencies, including Bureau Field Divisions, the only record of the placing of such wants is in the Identification Division. This type of correspondence is not filed or indexed in the Records Section.

Mr. Nichols who was not at the Conference agreed with Mr. Tracy that time would be saved in the Records Section and that the handling in the Identification Division would adequately take care of the matter.

The Conference, with the exception of Mr. Tracy and Mr. Nichols, felt that missing person correspondence should continue to be filed in the Records Division. Those against the subject were of the opinion that telephonic or other inquiries could be handled with greater dispatch if the material were indexed in the Records Division.

Mr. Tracy and Mr. Nichols are of the opinion that correspondence or telephone calls concerning missing persons could be just as readily handled by a check with the Identification Division record for the reason that such correspondence or telephone inquiries the fact that a missing person was involved would always be known.

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

RECORDED - 45

66-2557-8018  
SEP 6 1950

Respectfully,  
For the Conference,

Clyde Tolson

BJT:do

h  
THE DIRECTOR

8-29-50

Executives Conference

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED

DATE 6/6/91 BY SP-5 CJB

The Executives Conference on 8-28-50, with Messrs. Glavin, Tracy, Harbo, Mohr, Rosen, Sizoo, Nease, Ladd, Nichols and Clegg present, considered the advisability of having the Committee on Police Training of the IACP meet at the Bureau prior to the IACP Convention at Colorado Springs, beginning October 7, 1950.

It will be recalled that the Director conferred with the Police Training Committee of the IACP prior to the inauguration of the FBI National Academy at which time this Committee endorsed and sponsored the idea of the Academy. Subsequently, on occasions this original Police Training Committee would return to the Bureau for the graduation exercises and in order to participate in such exercises. They were reimbursed for their actual expenses. This practice was subsequently abandoned and the most recent inspection and tour of the Bureau's training facilities was in 1944 when the Police Training Committee met at the Bureau, toured its facilities, examined the National Academy setup, received a report on Field Police Training and unanimously endorsed a program of training which was put into effect by the Bureau on Juvenile Delinquency matters. It had been suggested by various Police officials that a similar meeting with the Police Training Committee should be held at reasonably frequent intervals. They have not been held in recent prior years due to the fact that Andrew J. Kavanaugh had been Chairman of the Committee and his attitude was not at that time conducive to extending an invitation for this purpose.

This year the Police Training Committee is made up of: Clifford E. Peterson, Commissioner, California Highway Patrol, Sacramento, California; Chief of Police Joseph T. Carroll, Lincoln, Nebraska, FBI NA; Chief of Police Jeremiah O'Connell, St. Louis, Missouri; Colonel Charles H. Schoeffel, Division of State Police, N.J., Department of Law and Public Safety, an instructor before the National Academy; Chief Hubert W. Beasley in charge of the New Mexico State Police, Santa Fe, New Mexico; Colonel Charles V. Goodson, Superintendent of the Virginia State Police, Richmond, Virginia, FBI NA; H. H. Clegg of the Bureau is Chairman of this Committee.

Various members of the Executives Conference in considering this matter suggested that this Committee would be of service in the following respects:

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

cc-Mr. Mohr  
Mr. Clegg

RECORDED - 60

62-554-8019  
SEP 6 1950

37

54 SEP 8 1950

(1) Again endorse and report upon the FBI activities in the field of Police Training.

(2) Sponsor a resolution before the IACP calling upon all law enforcement agencies to fully comply with the Presidential Directive to report directly Internal Security matters to the FBI and aid in preventing the establishment of clearing houses on a state, county or other basis and urging that reports be made directly to the FBI.

(3) Give impetus to the Bureau's program of assigning cases to police in order to enlist their cooperation in both criminal and Internal Security matters throughout the emergency and to sponsor a resolution to be adopted by the IACP in this regard.

(4) Prepare a report on police training matters and policies to present to the IACP Convention.

(5) Submit a report which has been referred to the Committee on the suggestion of Superintendent Lou Smyth of the Kansas City Police Department for funds to be collected and assessed in order to make police training movies and then to sell or to rent such movies to Police Departments for their training programs.

(6) It was felt that, in addition to representatives of the Training and Inspection Division, Mr. Ladd or Mr. Belmont and perhaps Mr. Nichols, might appear before the Committee to outline some of the Bureau's programs and policies with reference to Internal Security matters, smear campaigns and the like in order to have an active sponsor in the local and state police field to oppose such tactics through IACP resolutions.

The Conference unanimously recommended favorably that the Police Training Committee as presently constituted be invited to come to Washington for the above and any similar reasons which might subsequently arise, to visit the FBI National Academy, to make a tour of the facilities at Quantico and to hold a conference on matters of training and policy as above enumerated. The Bureau would pay the actual expenses of these members proceeding to Washington for this meeting. At this time Superintendents Schoeffel and Woodson are already FBI National Academy Instructors and their expenses can be reimbursed for such a conference.

Such a conference could be held on either Friday, September 8, or Monday, September 18, 1950, whichever receives most favorable endorsement by the members of the Committee and, if approved, the SAC's covering the territory where these Committee members reside will contact the Committee members in order to help select the most favorable of the above dates.

Respectfully,  
For the Conference

Clyde Tolson

h  
The Director  
The Executives Conference

August 25, 1950

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/6/91 BY SP-501/PH

The Executives Conference of August 24, 1950, consisting of Messrs. Ladd, Clegg, Belmont, Mohr, Tracy, Parsons, Sizoo, Hargett for Rosen, Nease, Nichols, and Glavin considered the attached suggested combined statement to replace two statements presently given to new employees upon entry on duty, and recommended its approval.

Respectfully,  
For the Conference

Clyde Tolson

CC - Mr. H. H. Clegg  
Mr. Mohr

URG:atc

RECORDED - 81

66-2534-8020  
SEP 6 1950  
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Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

54 SEP 8 1950



The Director

August 24, 1950

The Executives Conference

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/6/91 BY SP-5CJ/bmf

The Executives Conference of August 22, 1950, consisting of Messrs. Ladd, Harbo, Belmont, Mohr, Tracy, McIntire for Clegg, Sizoo for Carlson, Hargett for Rosen, Nease and Glavin, considered a communication received from the SAC at Seattle to the effect that the Bureau might desire to consider temporary employment of former Special Agents for a short period of time to assist the Bureau during any pick-up operation under the Detcom Program. SAC Wilcox at Seattle states that there are a number of former Special Agents in and about Seattle, whom he is sure are very loyal to the Bureau, and who would be more than willing to assist us in such a period even though they are not interested in full-time employment. Wilcox feels that these men could be utilized for a temporary period as temporary employees.

The Conference feels that this would be a most undesirable procedure. We, of course, could not employ any former Special Agent without bringing his file up to date insofar as character and background are concerned, and it would appear that this would be a tremendous waste of money for just a short period of time of weeks such as mentioned by Wilcox. The Conference is unanimously opposed to considering such temporary employment for former Special Agents.

Should the Director agree, the attached communication should go forward to Mr. Wilcox.

Respectfully,  
For the Conference

Glyde Tolson

RECORDED - 4

EX - 83

SEP 6 1950

37

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_ CC - Mr. H. H. Clegg  
Clegg \_\_\_\_\_ Mr. Mohr  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_ HRC:VH  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_ Attachment  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

54 SEP 9 1950

THE DIRECTOR

EXECUTIVE CONFERENCE

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 4/6/90 BY SP-5 CJB

The Executive Conference on 3/30/50, consisting of Messrs. Glavin, Tracy, Harbo, Mohr, Belmont, Ladd, Nichols, Egan, Nease and Clegg, considered the request of Superintendent Barrett of the Metropolitan Police Department, Washington, D. C. for one or two members of his department to attend each of the future sessions of the FBI National Academy. It was felt by the Executive Conference that the Bureau should entertain favorably the request for the attendance of one applicant in the next session of the Academy if he met the qualifications and that additional applications would be considered on the basis of merit and the applicants accepted, if qualified, but that Superintendent Barrett should be informed that they will be given due consideration along with other applications considered and no definite commitments should be made beyond the next session.

If approved, attached hereto is a letter to this effect.

Respectfully,  
For the Conference

Clara Tolson

cc: Mr. Glavin  
Mr. Mohr

EX - 83

RECORDED - 4

166-2554-8022  
SEP 6 1950

Attachment

URGENT

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

54 SEP 9 1950

The Director

August 25, 1950

The Executives Conference

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/16/91 BY SP-5C/pw

The Executives Conference of August 14, 1950, consisting of Messrs. Ladd, Mohr, Nichols, Harbo, Belmont, Rosen, Sizoo for Carlson, Long for Clegg, Tracy and Glavin, considered a suggestion to all investigative employees concerning the Special Agents' Insurance Fund.

It was pointed out to the Conference that once each year we send to members of the Special Agents' Insurance Fund any suggestions which have been made during the year, so that the members of the Fund can pass on these suggestions. During the present year, we have received the following suggestions: (1) that the assessments be increased from \$10 to \$20, and, (2) that the benefits due the beneficiaries of the members of the Fund be increased from \$10,000 to \$20,000. A suggested Bulletin has, therefore, been prepared for distribution to the members of the Fund.

It is suggested that the attached Bulletin to all investigative employees and ballot go forward to the field in connection with this matter.

Respectfully,  
For the Conference

Clyde Tolson

CC: Mr. H. H. Clegg  
Mr. Mohr

Attachment

WRG:VH:AKC

RECORDED - 46

EX-100

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

SEP 1 1950  
U.S. DEPT. OF JUSTICE  
RECEIVED DIRECTOR  
66-2727-12  
SEP 6 1950  
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8023

THE DIRECTOR

8-24-50

Executives Conference

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/4/91 BY SP-5C/DTX

The Executives Conference on 8-24-50, with Messrs. Glavin, Tracy, Mohr, Belmont, Ladd, Sizoo, Hargett, Parsons, Nease and Clegg present, considered the request of SAC Sloan for improvements on the Firearms Ranges at Quantico. The Practical Pistol Course Range was paved in 1944. The calcium chloride placed on the concrete during the winter months in order to provide safe footing, according to the Post Maintenance Department of the U. S. Marine Corps, has deteriorated the cement in the concrete to a point that no maintenance work can remedy the existing situation and the existing concrete should be replaced with a 1 1/2" application of asphaltic concrete.

The South Pistol Range was paved in 1942. Eight years' service has caused some of the rock in the asphalt to become exposed. It needs resurfacing from the standpoint of safety.

The Skeet Range is covered with stone at the firing points and during heavy rains the water stands at these firing points, making it uncomfortable to stand on these large crushed stones for an extended length of time.

At present the American Asphalt Products Company has an asphalt plant at Quantico which has been set up to fulfil one \$90,000 contract and there is a likelihood of their receiving another \$70,000 concrete contract. The estimated cost for resurfacing the designated areas on these 3 ranges is as follows:

1. 1400 square yards of asphaltic concrete, 1 1/2" thick and cleaning 275 feet of joints.....\$2,000
2. Choke, shape and roll the loose stones and surface approximately 450 square yards on the Skeet Range with 1 1/2" asphaltic binder and asphaltic top.....\$1,400
3. On the South Range to choke, shape and roll the loose stones and resurface approximately 1,000 square yards with 1 1/2" asphaltic binder and 1 1/2" top; resurface concrete and asphaltic pavements now in place (approximately 165 yards with 1 1/2" asphaltic concrete.....\$2,400

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

cc-Mr. Mohr  
Mr. Clegg

WGC:DUC

RECORDED - 123  
EX - 83

SEP 6 1950  
37

34 SEP 8 1950

66-2554-8024  
Total: 15,400




✓

The Marine Corps Public Works Officer W. L. Jones at Quantico advised that this maintenance work can be done on a transfer of funds and due to the working contract with the American Asphalt Products Company now located at Quantico, the U. S. Marine Corps would be authorized to execute a contract to cover this project and the costs above-enumerated could be transferred from the Bureau to the Bureau of Yards and Docks.

The Conference unanimously recommended approval of this work.

Respectfully,  
For the Conference

  
Clyde Tolson

h  
THE DIRECTOR

8-24-50

① Executives Conference

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/6/91 BY SP-5 C/PK

The Executives Conference on 8-24-50, with Messrs. Glavin, Tracy, Mohr, Belmont, Ladd, Sizoo, Hargett, Parsons, Nease and Clegg present, having been advised that General Cates of the U. S. Marine Corps was declining the invitation to speak before the next Graduation of the FBI National Academy, recommended from the Government group that the following be considered in the order named for an invitation to address the graduating class:

1. Admiral Sidney W. Souers  
Special Advisor to the President
2. Secretary of the Army Frank Pace, Jr.
3. Senator Joseph C. O'Mahoney of Wyoming
4. Chief Justice Fred M. Vinson
5. Senator Herbert R. O'Connor of Maryland.

Respectfully,  
For the Conference

Clyde Tolson

cc-Mr. Mohr  
Mr. Clegg

101 RECORDED

66-2554-8025  
RECORDED  
Sep 7 1950

HHC:DLG

✓  
Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
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Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

ORIGINAL FILED IN 101-4-8025  
INITIALS OF GANDY

August 15, 1950

PROPOSED CHANGE IN  
MANUAL OF INSTRUCTIONS

SECTION \_\_\_\_\_, EVACUATION CLAIMS

A. STATUTES (CIVIL)

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/6/91 BY SP-5 CJP

1. Background

On July 2, 1948, Public Law 886, (62 Stat. 1231; 50 USC, App. Sec. 1981, et seq.) was approved. This Act authorized the Attorney General to adjudicate claims arising after December 7, 1941 resulting from evacuation of certain persons of Japanese ancestry under military orders. The last day for the filing of claims under this Act was January 3, 1950. Approximately 25,000 claims were received by the Attorney General.

2. Adjudication of Claims

The law requires that in order to make an award, the Attorney General (or one who acts for him) must be satisfied that the factual and legal requirements of the Act have been met "according to law." The job imposed is essentially no different than that given a court of law by a jurisdictional act.

All facts utilized by courts in deciding cases must be either those judicially noticed, or agreed upon by the parties through pleadings and stipulations, or found upon legal evidence presented to the court. This will be precisely true in the Claims Division's program in the adjudication of claims heard by hearing examiners.

Under the Act, the duty of representing the interests of the Government and the obligation of impartial adjudication are merged in the Attorney General. Section 6(e) of the Act authorizes him, in addition, "to assist needy claimants in the preparation and filing of claims," and this, to an extent, combines in him at one time the functions and duties of prosecution, defense and adjudication of the claims.

3. Evidence

Under the Statute, the claimant has the burden of proof and, to the fullest practicable extent, should be required to bear it.

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
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Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

ENCLOSURE

66-2554-8026

If a claimant is represented by an attorney at law ordinarily the attorney will be allowed to develop his client's case before the Hearing Examiner very much as if the claimant was testifying before a judge in chambers. The Government attorney will ask only such questions as to enable him to understand the case and to protect the Government's interest.

Where the claimant is not represented by counsel, the Government attorney's position is a little, but not much, different. He will merely develop the desired results by thorough questioning of claimant. The pertinent point here is that in either event, claimant will be required to supply the necessary evidence to the fullest possible extent.

#### B. POLICY

Section 6(f) of the Act authorizes the Attorney General to "make such investigations as may be necessary."

On July 17, 1950, the Department issued instructions to its field attorneys advising them that requests for investigation should emanate from the Assistant Attorney General in charge of the Claims Division of the Department to the Director of the Bureau. Requests for investigation of claims for less than \$2500.00 will seldom be made; however, some cases will be referred because of the importance of the principle or the peculiar facts involved.

#### C. INVESTIGATIONS

The Bureau will be informed of all known facts having a bearing upon the investigation requested and the relation and importance of the investigation to the adjudication of the claim in question. The Departmental memorandum will request the development of specific facts, such as, to determine whether the claimant (1) is a person of Japanese ancestry; (2) was evacuated or excluded from a military area mentioned in the Act under authority of Executive Order No. 9066; (3) went to Japan subsequent to December 7, 1941; (4) loss or damage for which a claim is filed arose out of any action taken by any Federal agency pursuant to the Alien Enemy Act or the Trading with the Enemy Act; etc.

Requests for investigation may also include, in addition to facts surrounding items in the claim, details concerning community property. Where community property is involved and the claim is made only by the husband, it will be just as necessary to determine the eligibility of the non-claiming spouse as to determine the eligibility of the claimant.



In no instance will investigation be conducted beyond the scope of the specific investigative request and only when such request is furnished to you from the Bureau. Representatives of the Bureau will at no time express any opinions, either of fact or law.

Many of the claimants, previously evacuated, were the subjects of Bureau investigations. The Bureau has consented to search the names of claimants through the interested field office indices. Such name searches will be limited to claims being processed at a particular time. This commitment was made so as to make available to the Department all Bureau information developed in the particular areas. This name search will only be made after receipt of a specific request through regular channels.

**D. CONFIDENTIAL INFORMANTS**

Even though the Department has indicated that these reports are to be treated as confidential at all times, it is imperative that all reports be prepared in such a manner that confidential sources of information are thoroughly protected.

It is, therefore, necessary that in preparing and approving reports in these cases, the field should be alert to safeguard against the improper disclosure of the identity of informants or of information of a nature that, if not treated confidentially, would embarrass or otherwise hinder the Bureau in the performance of its functions.

**E. WORK PAPERS**

Accounting work papers should be retained by the office conducting the accounting investigation until the claim is adjudicated or the Department decides no further investigation is desired. The work papers should then be forwarded to the Bureau for transmittal to the Claims Division.

**F. TITLE OF REPORTS**

The title of the report should include the following:

- (1) Name of claimant or claimants, and trustee or representative if appointed, and
- (2) The claim number

For example: John McMillan, Trustee; Mary Mitsuko Miyashita and Grace Akiko Oguchi,  
Claim No. 146-35-14262

G. REPORTS

The report of investigation should be factual.

The initial report should summarize all pertinent information contained in the Departmental memorandum together with a summarization of all significant information contained in the field office files which was acquired during previous investigations. Subsequent sections of the report should reflect the results of investigation, which should be in direct response to the specific Departmental request.

Accounting reports shall be prepared immediately upon conclusion of the accounting investigation, if any. Bureau regulations pertaining to two week and Progress Reports apply to this classification.

Closing reports should reflect the savings accruing to the Bureau as a result of its investigation. Statistical credit will be given the office conducting the major portion of the investigation, which generally will be the office of origin.

H. OFFICE OF ORIGIN

The office of origin will be designated by the Bureau and usually will be where the majority of the investigation is to be conducted. It will usually cover the former address of claimant.

I. CLASSIFICATION - 85-129

J. CHARACTER - Evacuation Claims

I. COPIES OF REPORTS TO BUREAU - 3

Three copies of all reports must be prepared for the office of origin; one copy being available for the use of the Departmental attorney in the field, who has been specifically designated to handle the supervision of the case.

The Director

August 15, 1950

The Executives Conference

CLAIMS OF JAPANESE-AMERICANS  
PUBLIC LAW 886, 80th CONGRESS  
CHAPTER 814

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/6/91 BY SP-5 CIP/DAF

### PURPOSE

To recommend that a Manual of Instructions Section be issued to the field relative to investigations conducted under the above Act.

### BACKGROUND

Public Law 886, approved July 2, 1948, authorized the Attorney General to adjudicate claims arising after December 7, 1941, resulting from evacuation of certain persons of Japanese ancestry under military orders.

On August 11, 1948, Peyton Ford's memorandum advised that the Bureau would have investigative responsibility under this Act, since responsibility for its adjudication had been delegated to the Attorney General. The Bureau of the Budget had been advised of the need of additional funds to conduct such investigations, according to Ford.

On June 26, 1950, the Bureau advised the Claims Division of the Department that for the present requests for investigations under this Act should originate with a written memorandum from the Claims Division to the Bureau. The Bureau also consented to search the names of claimants through field offices' indices, as the claims are processed by the Departmental attorneys.

### RECOMMENDATIONS

Since the Bureau will be called upon to institute investigation into approximately 20,000 cases, and since the Department may begin to direct requests for investigations within the next 30 days, it is recommended that the attached Manual of Instructions Section be distributed to the field.

The Executives Conference unanimously approved the above recommendations today with Messrs. Ladd, Belmont, Glavin, Harbo, Long for Clegg, Mohr, Nichols, Sizoo, Tracy and Rosen in attendance.

Attachment

CC Mr. Clegg

Mr. Mohr

Respectfully  
For the Conference

Clyde Tolson

Tolson  
Ladd  
Clegg  
Glavin  
Nichols  
Rosen  
Tracy  
Harbo  
Mohr  
Tele. Room  
Nease  
Gandy

SEP 11 1950

SEP 8 1950

ORIGINAL FILED IN

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THE DIRECTOR

8-18-50

0 EXECUTIVES CONFERENCE

The Executives Conference on 8-16-50, with Messrs. Glavin, Tracy, Harbo, Mohr, Nichols, Sizoo, Hargett, Belmont, Nease and Clegg present, considered the request of the Legal Attache at Rio de Janeiro that there be transmitted for use by [redacted] information which would be of assistance in training programs for their personnel and which would be valued as research material by his organization. b7D

The Executives Conference unanimously recommended unfavorably so far as sending general training material from the Bureau's files to be examined for research purposes by [redacted]. It was felt that the Legal Attache could be advised that, in the event he is personally scheduled to handle an instructional course on any specific subject, the Bureau will, of course, send to the Legal Attache for his own personal use outlines for his discussion depending on material available at the Bureau. The Bureau does not furnish to American police officials material of this type and it was not felt the practice should be followed with reference to foreign police officials. If this is approved, there is attached hereto a suggested letter to the Legal Attache at Rio de Janeiro.

Respectfully,  
For the Conference

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/6/91 BY SP-5 CJP/MS

Clyde Tolson

Attachment

cc-Mr. Mohr  
Mr. Clegg

Tolson  
Ladd  
Clegg  
Glavin  
Nichols  
Rosen  
Tracy  
Harbo  
Belmont  
Mohr  
Tele. Room  
Nease  
Gandy

ENG:DMG

SEP 14 1950

RECORDED 33

166-2554-8027  
7-8-50  
41

ORIGINAL COPY FILED IN 64-3010-1003



August 9, 1950

Mr. R. T. Harbo

D. J. Parsons

## PURCHASE OF WASHING MACHINE FOR LABORATORY GLASSWARE

The continuous increase in the amount of glassware being used by the Physics and Chemistry Section, particularly the small test tubes used in the Serology Unit, has created the need for a washing machine to properly cleanse this glassware. At the present time, this washing is done manually by two laboratory aides. It is believed that a washing machine could wash the small glassware leaving only the larger pieces to be done by hand, thus allowing the laboratory aides to devote more time to their other duties.

The Serology Section at the Navy Medical Center at Bethesda, Maryland and the Bacteriology Department of New York University have Charlab Junior Washing machines which are manufactured by Eimer and Amend and are especially designed for washing laboratory glassware. These machines have given excellent service for several years in addition to saving many man hours of tedious work. This machine has been observed in use and found to be the type desired.

The specifications of this washer are set forth below:

CONSTRUCTION: Monel metal and brass with electric heating unit

Size -- 20 x 40 x 35"

Weight -- About 210 pounds empty

## WATER:

Heater -- Two electric elements of 2000 watts each

Load -- 11 - 13 gallons

Inlet Line -- one-half inch

Drain -- One inch

METHOD OF WASHING: Intermittent filling and draining

Inside speed -- 8 or 9 RPM

Accommodation -- Glassware not over 12 x 12 x 8", test tubes, microscope slides, pipettes, etc.

COMPLETE WITH: Electric motor, steam mixer for heating the water, 10 keeper rods, 4 hinged top screens, 4 adjustable bottom screens.

Approximate Cost -- \$800.00

RECORDED - 127

(Con't next page)

PRB:MEG

RECORDED  
145 SEP 8 1950

58 SEP 13 1950

ORIGINAL FILED IN 66-2537-8028

ACCESSORIES FOR WASHER: Two each microscope slide boxes, Monel metal, holds 36 slides 1 x 3", approximate cost \$7.50 each. Total \$15.00

One each pipette box, Monel metal, 19 x 4 x 3". Approximate cost \$15.00.

Baskets, Monel metal for holding test tubes.

1 each 6 x 7 $\frac{1}{2}$  x 6 $\frac{1}{2}$ "

1 each 6 x 7 $\frac{1}{2}$  x 5 $\frac{1}{2}$ "

1 each 6 x 7 $\frac{1}{2}$  x 4 $\frac{1}{2}$ "

3 each 6 x 7 $\frac{1}{2}$  x 3"

Approximate cost each \$4.00. Total \$24.00

In view of the possible curtailment in the manufacture of this product in time of national emergency, it is requested that this purchase be expedited.

ADDENDUM 8-25-20:

The Executives Conference of August 17, 1950, consisting of Messrs. Mohr, Harbo, Hargett for Rosen, Sizoo for Carlson, Belmont, Clegg, Ladd, Tracy and Glavin, approved the purchase of the above machine for the Laboratory. WRG:VH

~~SECRET~~

THE DIRECTOR

THE EXECUTIVES CONFERENCE

~~ESPIONAGE - R~~ [REDACTED] ACTIVITIES

August 17, 1950

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
EXCEPT WHERE SHOWN  
OTHERWISE

Classified by 4619  
Declassify on SP-5C-PGP  
CIR

The Executives Conference on August 17, 1950, consisting of Messrs. Glavin, Tracy, Harbo, Mohr, Ladd, Nichols, Clegg, Sizoo, Nease, Hargett, and Belmont, considered the request of the Washington Field Office for authority to [REDACTED]

of [REDACTED]

b7E

An examination has been made of the [REDACTED] in question and while [REDACTED] is not feasible due to the construction of the [REDACTED] type coverage is feasible according to an FBI Laboratory representative. The owner of the [REDACTED] is very cooperative and has offered assistance. (S)

The monitoring would be conducted at another [REDACTED] 80 yards away owned by a [REDACTED] WFO. This [REDACTED] would be available at no cost. The monitoring will be done by two Special Agents of the WFO, both of whom have operated [REDACTED] and who have knowledge of [REDACTED]. (S)

[REDACTED] on the week-ends. It is proposed that the two WFO Agents occupy the monitoring [REDACTED] during the week-ends and/or on other occasions when [REDACTED] occupies his [REDACTED] where families vacation, it is proposed that the Special Agents take their wives and children with them. One Agent has a [REDACTED]

b6  
b7C  
b7E

The WFO feels that the children can be controlled by the mothers and their presence will lend normalcy to the occupation of the [REDACTED]. The wives and children, of course, will have no [REDACTED]. (S)

While it is not known what information will be secured through this means, the WFO feels that [REDACTED] and his visitors (R)

RECORDED - 2  
INDEXED - 2  
66-2554-8029

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

CC: Mr. H. H. Clegg  
Mr. Mohr

AHB:mer

SEP 18 1950

~~SECRET~~  
[Handwritten signatures]

~~SECRET~~

will probably discuss matters which would be of interest to the Bureau. (X)

The Conference felt that the plan of the WFO should be authorized. Mr. Mohr was of the opinion that the presence of the children was not desirable from a security standpoint. The remainder of the Conference felt that the children could be controlled by their mothers and their presence would lend normalcy to the scene. It was pointed out that the two Agents in question are qualified in [redacted], which is essential; that if the children are not present, difficulty would be encountered in having the wives present as the children would require care; and that on prior occasions during the last war when we had Agents undercover [redacted] there was no difficulty in preserving security even though the Agents had their wives and children living with them. (X) b7E

In the event you approve, the WFO will be instructed to go ahead with appropriate arrangements.

Respectfully,  
For the Conference

*Ym*

Clyde Tolson

*KH*

~~SECRET~~



THE DIRECTOR

August 22, 1950

The Executives Conference

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/6/97 BY SP-5 CJB

The Executives Conference consisting of Messrs. Ladd, Glavin, Harbo, Belmont, Sizoo, Nease, Harbo and Tracy today considered the matter of National Defense, Civil Defense, and Commercial Radio key personnel fingerprints.

PRESENT BUREAU POLICY - NATIONAL DEFENSE FINGERPRINTS

1. The Bureau recently agreed to handle fingerprints of longshorement and stevedores for the Coast Guard, such fingerprints to be searched and returned to the Coast Guard in conformance to the present policy of returning all applicant prints to the contributor after search (except Federal employees). Their return avoids the preparation, checking, sequencing and filing of index cards and the sequencing and filing of the fingerprint cards.
2. National Defense fingerprinting was stopped by the Army toward the end of World War II. The Bureau later stopped accepting such fingerprints.
3. Correspondence is presently being answered by advising that the FBI does not have jurisdiction over the matter of defense plants submitting fingerprints, that this is under the jurisdiction of the Munitions Board of the Department of Defense. The Munitions Board has not as yet promulgated any instructions directing that employees in defense industries be fingerprinted; therefore, the Bureau is without authority to furnish fingerprint supplies or handle such fingerprints.

PRESENT BUREAU POLICY - CIVIL DEFENSE FINGERPRINTS

1. The Bureau is not handling Civil Defense fingerprints.
2. Correspondence is being answered by advising that in the absence of instructions from the Civil Defense Office of the National Security Resources Board, Department of Defense, the Bureau is without authority to handle this type of print.

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

PRESENT BUREAU POLICY - FINGERPRINTS

RECORDED - 4 66 2557-8020  
INDEXED - 4  
EX - 83 COMMISSIONER

1. No fingerprints of any kind are presently received from

SEP 11 1950  
Mr. Mohr  
SJB/hc

Memorandum for the Director

the Federal Communications Commission. Fingerprints of radio operators on merchant vessels formerly submitted by Federal Communications Commission are presently submitted by the Coast Guard.

ACTION TAKEN BY DEPARTMENT OF DEFENSE TO DATE

## 2. National Defense Fingerprints - By Munitions Board

A. Mr. [redacted] of the Munitions Board advised Inspector Tamm and Liaison Agent M. J. Lynch on August 16 as follows:

The Dunitions Board, from the standpoint of policy, is responsible for the security and plant protection work.

That the actual practice, in [ ] opinion will be for the branch of the Armed Forces interested in the item being manufactured, to handle the security work.

That there are no specific plans at present to fingerprint employees in defense plants.

That he, Mr. [ ] personally felt that finger-printing would be a good thing but that it was a matter of policy and if recommended would take a long time to go through the various committees of the Department of Defense.

B. A pamphlet has been prepared by the Munitions Board on the subject of security. A paragraph refers to fingerprinting and mentions the FBI has no funds or personnel to handle such fingerprints. A letter has been sent to the Munitions Board requesting a change in the wording of this reference to the FBI.

2. Civil Defense Fingerprints - By the National Security Resources Board, Civil Defense Office

A. No action has been taken with reference to any instructions on fingerprinting of air raid wardens or other Civil Defense personnel.

# Memorandum for the Director

## ACTION TAKEN BY FEDERAL COMMUNICATIONS COMMISSION

1. Memo. Mr. [redacted] of the National Association of Broadcasters called at the Bureau on August 12, 1950, advising that the Association had voted to take precautionary measures for the protection of the internal security of radio stations and that this would entail the fingerprinting of key employees. Mr. [redacted] was advised by Agent Supervisor Holloman that the Bureau was not accepting the fingerprints of applicants for positions in National Defense work and that, therefore, the Bureau could not at the present time accept fingerprints of any employees of radio stations. The Director inquired, "Are we sound in this policy?"

b6  
b7c

## WORK LOAD WORLD WAR II

1. Receipts of fingerprints 1941 - 1945 were:

	1941	1942	1943	1944	1945
GROSS DAILY AVERAGES	30,253	55,032	105,320	51,163	26,113
6 day week					
Miscellaneous Applicants	5,848	34,392	67,000	28,791	12,671
Criminal	3,557	3,486	3,349	3,263	3,239
Alien	14,040	1,445	792	706	904
Personal Identification	1,552	2,462	5,965	1,046	538
Army	3,403	6,120	15,410	6,331	3,331
Navy	613	1,777	4,365	4,270	2,015
Marine	101	386	693	615	198
Civil Service	1,656	4,935	7,745	5,590	8,732
Prisoner of War	0	0	0	587	494

(Estimated National Defense prints totaled 31,000,000 of total miscellaneous applicant prints)

## MAXIMUM CAPACITY OF IDENTIFICATION DIVISION

1. Capacity of Identification to search prints through Criminal Files:

40,000 per day on a 6 day per week basis - three shifts  
 12,200,000 per year on 6 day per week basis - three shifts



Memorandum for the Director

PERSONNEL TO HANDLE MAXIMUM WORK LOAD - 40,000 prints per day-6 day week:

1. Total personnel required . . . . .	4,350
Recording	60
Card Index	570
Posting	82
Technical Section	2,500
Assembly	290
Typing	725
Messengers	27
Single fingerprint	34
Front Office & Liaison	22
Personnel Office - Corres- pondence & Leave	40
	<u>4,350</u>

PRESENT PERSONNEL

1. Authorized 1525 to handle 12,000 per day 5 day week
2. Actual 1435 as of August 21, 1950

CURRENT RECEIPTS

1. Average daily receipts 12,896

ANTICIPATED WORK LOAD - NATIONAL DEFENSE EMERGENCY

1. 30,000 from National Defense sources.
2. Construction crews and those who floated from job to job in World War II were fingerprinted on each new job; therefore there were many duplicates. This will probably occur again.
3. Receipts during World War II exceeded 40,000 per day

RECOMMENDATION:

1. That the Secretary of National Defense be advised by letter that the Munitions Board has advised that no directives or instructions have been issued with reference to fingerprinting employees in plants working on war contracts; that it be requested the Department of Defense advise the Bureau of its desires in this connection in order that the Bureau may request the necessary funds of the Bureau of the Budget, in the event fingerprinting is to be required. That this letter be delivered by Liaison Section.

The Executive's Conference unanimously recommends such a letter be sent immediately. A proposed letter is transmitted herewith.



Memorandum for the Director

2. That a letter be sent to the National Security Resources Board advising that inquiries are currently being received from local Civil Defense agencies and requesting to be advised of the desires of the National Security Resources Board in order that the Bureau may request the necessary funds from the Bureau of the Budget. (It is estimated by the Identification Division there will be approximately 1,000,000 persons fingerprinted in connection with Civil Defense.)

The Conference unanimously recommends such a letter be sent immediately. A proposed letter is transmitted herewith.

3. With reference to the inquiry of Mr. [redacted] of the National Association of Broadcasters as to fingerprinting of key employees of the broadcasting stations that a letter be sent to the Federal Communications Commission advising of Mr. [redacted] inquiry and requesting to be advised of the desires of the Federal Communications Commission in order that the Bureau might make the necessary request for funds from the Bureau of the Budget in the event the Federal Communications Commission decides to require fingerprinting.

The Conference unanimously recommends approval of the suggestion and that a letter be sent to the Federal Communications Commission. A suggested letter is transmitted herewith.

4. That the Department of Defense be requested to give consideration to the use of Identification Cards in the event fingerprinting of employees in defense plants is ordered in order to cut down on the number of fingerprints submitted on the same individual. During World War II employees such as construction workers and others going from plant to plant were fingerprinted at each plant.

The Coast Guard has adopted a system of clearance cards for seamen to avoid duplicate checks when seamen reapply for work at different ports or on different boats. Such a system might be used in defense plants.

By controlling receipts under the suggested proposal it was felt by the majority of the Conference that the Identification Division could handle the volume received without undue delay.

Memorandum for the Director

The Conference with the exception of Mr. Tracy recommends approval of this suggestion. Mr. Tracy is of the opinion that the matter of identity is one for the sole determination of the Armed Forces having the responsibility of plant protection. He also pointed out that the Munitions Board indicated the Agency having an interest in the item being manufactured would be the one having charge of plant security; therefore, it probably would be most impractical to issue identification cards good at any plant in the United States.

Respectfully,  
For the Conference,

*[Signature]*  
Clyde Tolson

Attachments

THE DIRECTOR

~~CONFIDENTIAL~~

August 25, 1950

THE EXECUTIVES' CONFERENCE

~~CONFIDENTIAL~~ ADDITIONAL FOREIGN LIAISON -

CLASSIFIED SUGGESTION OF SPECIAL AGENT GEORGE E. DAVIS,  
WASHINGTON FIELD OFFICE

Classified by 616/91  
Declassify on: OADR

On August 24, 1950, the Executives' Conference, consisting of Messrs. Ladd, Glegg, Glavin, Tracy, Mohr, Nease, Hargett, Parsons, Sizoo, and Belmont, considered the suggestion of Special Agent George E. Davis, of the Washington Field Office, that the Bureau expand its liaison facilities with foreign countries known to be opposed to Communism.

The Conference first considered Agent Davis' proposal as it referred to additional Legal Attaches in foreign countries opposed to Communism, such as Australia, Belgium, Holland, Ireland, etc. It was pointed out that wherever a need has been apparent or wherever it appears advantageous to the Bureau, we have considered additional liaison in this respect. As an example, a Special Agent was recently designated as liaison in the Canal Zone. It was pointed out that periodically we do consider whether additional Agents should be established as Legal Attaches in foreign countries, and at the present time it was not felt that additional Liaison Agents should be established.

Agent Davis pointed out that we have liaison inside this country with [redacted] and are developing a similar arrangement with the representative of the [redacted] Government through its embassy in Washington. He pointed out that these arrangements have been very effective and of value to the Bureau and that we might consider extending such liaison with representatives of other anti-Communist countries. b7D

It was pointed out by the Conference that the Bureau has taken advantage of such arrangements wherever it appears that such liaison would be of advantage to the Bureau and can be successfully worked. Such liaison poses certain problems which make it inadvisable to establish liaison on a more or less general basis with anti-Communist countries. For example, we are under obligation to see that representatives of foreign intelligence services register with the Attorney General. [When liaison is established, the representatives of a foreign government expect that they will benefit therefrom by receiving information from the FBI. Our liaison on a broad basis would tend to encourage the sending of intelligence agents to this country by foreign governments. In most instances, the representatives of foreign governments have little to offer the FBI.] (X)

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

CC - Mr. H. H. Clegg

Mr. J. P. Mohr

52 SEP 11 1950

AHB:tlg

RECORDED 45

INDEXED 45

EX-100

100-2551-8036  
1-50



MEMORANDUM FOR THE DIRECTOR

~~CONFIDENTIAL~~

It was the unanimous opinion of the Executives' Conference that we continue our present policy of developing liaison with representatives of foreign governments in specific instances where it would appear to be highly advantageous to the Bureau, rather than to embark on a program of widely developing such liaison with a number of anti-Communist countries.

Respectfully,  
For the Conference

*[Signature]*  
Clyde Tolson

~~CONFIDENTIAL~~



THE DIRECTOR

August 29, 1950

THE EXECUTIVES' CONFERENCE

SECURITY OF INFORMATION FURNISHED TO  
IMMIGRATION AND NATURALIZATION SERVICE

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/6/97 BY SP-5 C/PJ

On August 29, 1950, the Executives' Conference, consisting of Messrs. Ladd, Glavin, Harbo, Mohr, Rosen, F. H. McIntire, Sizoo, Nease, Tracy, Nichols and Belmont, considered questions posed by the Immigration and Naturalization Service to our Liaison Agent relative to problems encountered by the Immigration and Naturalization Service during a current program of strengthening their security regulations.

The first question pertained to the filing of I&NS forms G-58 and G-59 submitted by I&NS to the Bureau for criminal checks through the Identification Division and for security checks through the Bureau's files which had been returned by the Bureau stamped "No Criminal Record" and "No Investigation Conducted By FBI Pertinent To Your Inquiry. This Is The Result Of A Request For An FBI File Check Only and Is Not To Be Considered As A Clearance." I&NS advised that these forms with negative information are filed in the main case file on the individual in question. FBI Reports and positive information from FBI files are filed by I&NS as confidential and segregated for security purposes in the custody of Mr. [REDACTED] Investigations Unit, under lock and key. I&NS inquired whether it was satisfactory to continue to file forms G-58 and G-59, stamped as above to indicate negative information, in the non-confidential files of I&NS.

The Executives' Conference was of the unanimous opinion that I&NS could continue to file those forms containing negative replies in the main case files at I&NS, as these forms do not contain information of a confidential nature.

The second question raised by I&NS concerned the fact that I&NS is now microfilming its files, including files containing FBI reports and information furnished by the FBI. I&NS pointed out that upon the completion of the microfilming it would be necessary to dispose of the files. I&NS advised that they would destroy the files, including the Bureau reports and information furnished by the Bureau, or they would be glad to return that portion of the files received from the FBI to us for disposition.

It was pointed out to the Conference that if I&NS returns these reports and letters to us after microfilming, there will be a terrific problem involved in making a record of what reports and

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

Mr. J. P. Mohr

RECORDED - 45

INDEXED - 45

EX-100

AHB:tlc

MEMORANDUM FOR THE DIRECTOR.

letters have been returned and in destroying the items. This procedure would also leave a loophole, unless there was a strict accounting system set up, for I&NS to escape responsibility for proper handling of material sent to them by the FBI, as they might claim that they had returned it to the Bureau.

It was the unanimous opinion of the Executives' Conference that I&NS should be informed that after microfilming, they may destroy the Bureau reports, letters, etc., furnished to them by the FBI, with the understanding that such reports will be destroyed by fire or maceration; that it will not be satisfactory unless these reports are destroyed in this fashion to insure complete destruction.

The Executives' Conference felt that by following the above procedure we would be continuing our policy that when a report is forwarded to another Governmental agency, that agency assumes full responsibility for the security of the report.

In the event you agree, I&NS will be advised by memorandum along the above lines. A proposed memorandum to Immigration and Naturalization Service is attached.

Respectfully,  
For the Conference

Clyde Tolson

The Director

September 5, 1950

The Executives Conference

~~COMMUNIST PARTY, U.S.A.~~  
~~UNDERGROUND OPERATIONS~~  
~~INTERNAL SECURITY - C~~

*man*  
The Executives Conference on September 5, 1950, consisting of Messrs. Tolson, Ladd, Clegg, Glavin, Harbo, Rosen, Tracy, Mohr, Sizoo, and Belmont considered a proposed SAC Letter advising the Field of the steps taken by the Communist Party to have its leaders go underground and instructing the Field to take appropriate steps, including physical surveillances and all possible techniques, to ascertain the plans of the Communist Party in this respect and to keep aware of the location of Security Index subjects.

The proposed SAC Letter also advises the Field of the strategy of the Communist Party in attempting to uncover FBI informants and instructs that informants be guided accordingly.

The Executives Conference unanimously recommended dissemination of this SAC Letter. In the event you approve, it will be sent to the Field.

Respectfully,  
For the Conference

*[Signature]*  
Clyde Tolson

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/6/91 BY SP-5 CJB/HR

cc - Mr. H. H. Glegg  
Mr. Mohr

AHB:jgh

RECORDED - 45

INDEXED - 45

EX-100

166-2554-8083  
SEP 9 1950

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

52 SEP 11 1950

The Director  
The Executives Conference

September 6, 1950

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/6/91 BY SP-5CJ/DTF

The Executives Conference of September 5, 1950, consisting of Messrs. Tolson, Sizoo, Clegg, Rosen, Ladd, Mohr, Harbo, Tracy, Belmont and Glavin, was advised by Glavin that the Secretary of the Municipal Civil Service Board, Hollywood, Florida, had submitted a communication to the Director under date of August 23, 1950, to which was attached a copy of a resolution passed by the Municipal Civil Service Board endorsing the exemption from military service of policemen and firemen with two years service. The Secretary pointed out in his communication that the Board sincerely believed that such exemption would be in the interest of national and local security, and requested that the Director read the resolution, study its significance and, if he is in agreement with the terms of the resolution, the Board solicited the Director's endorsement.

The Conference considered this matter and feels that the Bureau should not take a stand of endorsement of the resolution at this particular time and recommends that the attached communication go forward to the Secretary of the Municipal Civil Service Board regarding this matter.

Respectfully,  
For the Conference

*Qst*

RECORDED - 60  
CLYDE TOLSON  
INDEXED - 60

166-2551-8034  
SEP 9 1950

CC: Mr. H. H. Clegg  
Mr. Mohr

WRG:VB

Attachment

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

SEP 11 1950

EX-100

RECEIVED READING ROOM  
SEP 7 1 04 PM '50  
FBI  
U.S. DEPT. OF JUSTICE

*lys*



THE DIRECTOR

9/6/50

EXECUTIVE CONFERENCE

AIR FORCE "AIR POLICE SCHOOL"  
TYNDALL FIELD, FLORIDA

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/6/91 BY SP-5C/BH

The Executive Conference on 9/6/50, Messrs. Tolson, Glavin, Tracy, Harbo, Belmont, Rosen, Nichols, Ladd, Nease, Mohr and Clegg being present, considered the inquiry of SAC Hamford, Mobile, who requested authority for himself or a qualified instructor of his office to handle the request of the Air Force "Air Police School" at Tyndall Field, Florida in the Mobile Division.

Beginning on 9/19/50 there will be 500 "Air Police" reports at Tyndall Field each week. They will be divided into two classes of 250 each, which is as many as can be accommodated in any one classroom. His office has been requested to discuss for a period of 2 hours The Work, Jurisdiction & Functions of the FBI. This instruction will be given from 9 to 11 each Tuesday morning and from 2:30 - 4:30 each Tuesday afternoon. The entire program will last for a period of 4 months, indicating a total of approximately 2,000 would be so trained. They have not requested any instruction except on the specific subject mentioned. Their program is to be finally completed immediately. Mr. Hamford requested authorization by wire on 9/6.

The Executive Conference unanimously recommended favorably.

There is attached a wire to SAC Hamford.

Respectfully,  
FOR THE CONFERENCE

RECORDED - 68

EX-13

SEP 9 1950

HHC:MD

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_ CC - Mr. Mohr  
Glavin \_\_\_\_\_ Mr. Clegg  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_ Attachment  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

54 SEP 11 1950

h  
THE DIRECTOR

9/6/50

EXECUTIVES CONFERENCE

MICHIGAN ASSOCIATION OF COP

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/6/91 BY SP-5 C/bto

The Executives Conference on 9/6/50, Messrs. Tolson, Glavin, Tracy, Harbo, Belmont, Rosen, Nichols, Ladd, Nease, Mohr and Clegg being present, considered the inquiry of SAC O'Connor of Detroit who has received an invitation from the President of the Michigan Association of Chiefs of Police for SAC O'Connor to serve as Chairman of the Internal Security Committee of that association for the forthcoming year.

In view of the political involvements known to exist in Michigan with respect to so-called internal security matters and their handling by the state administration and as this includes such matters as civil defense and others in which the Bureau is not interested, it was unanimously recommended by the conference that SAC O'Connor be instructed not to serve as Chairman or even as a member of this committee.

If approved, there is attached hereto a wire to SAC O'Connor for this purpose.

Respectfully,  
FOR THE CONFERENCE

C. Tolson

HHC:HD

CC - Mr. Mohr  
Mr. Clegg

Attachment

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

RECORDED - 68  
EX-15

SEP 9 1950

RECEIVED - TOLSON  
FBI  
SEP 6 02 PM '50

54 SEP 11 1950

The Director

August 2, 1950

The Executives Conference

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/6/91 BY SP-5 ci/DMF

The Executives Conference of July 31, 1950, consisting of Messrs. Ladd, Parsons for Harbo, Mohr, Tracy, Belmont, Rosen, McIntire for Clegg, Nichols and Glavin, considered the retention of certain material pertaining to the Time and Attendance records.

It was pointed out to the Conference that the General Accounting Office considers the various source materials for the Time and Attendance reports to be a part of these reports. It is, therefore, recommended that the following reports be retained for a period of three years, the same as the Time and Attendance cards, since at any time during this period the General Accounting Office may call for these records.

It is, therefore, recommended that daily reports of Agents be retained three years instead of one as at the present; that the field office register number one be continued to be retained for a period of three years, and that registers numbers two and three, which are retained for one year at the present time, be retained for a period of three years. Should this be approved, the appropriate notification will go forward to the field.

Respectfully,  
For the Conference

Clyde Tolson

CC: Mr. H. H. Clegg  
Mr. Mohr

RECORDED - 125

SEP 9 1950

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

WRG:VH

52 SEP 12 1950

*h*  
The Director

September 6, 1950

The Executives Conference

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED

DATE 6/6/91 BY SP-5 CJB

The Executives Conference consisting of Messrs. Tolson, Nease, Clegg, Ladd, Rosen, Belmont, Harbo, Tracy, Glavin, Mohr, Sizoo and Nichols considered a suggestion from the Records Section resulting from information furnished by clerical employee [redacted] had worked for the General Electric Corporation at Tell City, Indiana, for the past six years. [redacted] believes the recent strikes at General Electric were communistic and furnished the names of four people who were spearheading the strikes.

b6  
b7C

The suggestion was made that the relatives of Bureau employees be developed as informants or sources of information in vital facilities throughout the country.

This practice was followed in World War II.

The Conference was unanimous in recommending that all Bureau employees be canvassed for the identity of relatives who would be in positions to be of assistance.

Respectfully,  
For the Conference

*KZ*  
Clyde Tolson

CC: Mr. Mohr

CC: Mr. Clegg

LBN:mb

RECORDED - 126

6-2354-8038  
SEP 9 1950

Tolson  
Ladd  
Clegg  
Glavin  
Nichols  
Rosen  
Tracy  
Harbo  
Belmont  
Mohr  
Tele. Room  
Nease  
Gandy

54 SEP 12 1950



The Director

September 6, 1950

The Executives Conference

ALL INFORMATION CONTAINED

HEREIN IS UNCLASSIFIED

DATE 6/7/91 BY SP-5C/DMF

The Executives Conference of September 6, 1950, consisting of Messrs. Tolson, Mohr, Ladd, Nease, Clegg, Nichols, Rosen, Belmont, Harbo, Tracy and Glavin, considered the problem of procurement of Special Agent applicants for immediate appointment to Special Agent positions in the Bureau.

Glavin pointed out to the Conference that under the National Academy Program, we have 98 graduates who have up to this time expressed a desire to be considered for temporary employment as Special Agent employees. Thirty of these 98 have already been completed insofar as the supplemental character and fitness investigation is concerned. There are 339 graduates who have been recommended favorably by the Bureau who are presently being contacted by the field or who have been contacted and who have not yet advised the various Special Agents in Charge that they would be available for such appointments. The majority of these cases would be instances wherein the graduates are endeavoring to definitely settle retirement status in their local communities. In some instances, it has been necessary to go before the police boards or other boards to get the final answer in this regard.

The Conference was advised that we will undoubtedly get approximately 200 National Academy graduates who will be willing to accept temporary appointments as Special Agent Employees for the period of the emergency.

The Conference was further advised that we have 295 Special Agent applicants presently under investigation, these applicants possessing the law degree or the accounting degree with a certified public accountant's certificate. Some of the graduates of law schools are members of the bar.

We have, in addition, 435 Special Agent applicants with a law degree or an accounting degree with a certified public accountant's certificate set up for interviews throughout the field service, making grand total of 730 Special Agent applicants presently being considered by the Bureau. The Conference was advised that the best we can hope for from past experience from these 730 applicants is 50% or 365.

RECORDED - 125

66-2554-8039

At the present time, there are 113 Bureau employees who will meet the educational qualifications for appointment to the position of Special Agent by December 31. There is, of course, the possibility

CC: Mr. H. H. Clegg  
Mr. Mohr

54 SEP 11/2 1950

NRG:VH

Memorandum for the Director

that some of these employees will not be favorably recommended for Special Agent appointments.

Further, we have discussed Special Agent appointments with 129 additional Bureau employees at the Seat of Government and in the field who have either failed the accounting examination and are taking the Bureau accounting course at this time, or who have not completed 3 years of service in the Bureau, or who have not yet reached the age of 25. Some of these 129 will be eligible for further consideration for appointment by December 31.

Miscellaneous Degrees

At the present time, we have 207 Bureau employees at the Seat of Government who have miscellaneous degrees, such as, A.B.'s, B.A.'s, B.S.'s, etc., who have not been considered for appointment to the position of Special Agent. Many of these employees would be eligible for appointment to the position of Special Agent in the event applicants having degrees other than law or accounting were considered for appointment to the position of Special Agent.

In addition, we have listed 296 individuals with college degrees other than law or accounting who have applied for appointment to the position of Special Agent who have not been considered due to the fact that they did not meet our basic educational qualifications.

The Conference was advised that we need approximately 1,200 additional Special Agents and these Special Agents must be placed on the rolls before the end of the present calendar year and that, from the available applicants presently known to the Bureau, we undoubtedly will not be able to secure the full complement of Agents necessary under our present qualifications, it being pointed out that at the present time we can expect about 365 of the present Special Agent applicant group outside Bureau employees to enter on duty and that we have approximately 113 Bureau employees who may enter on duty before the end of the calendar year, provided they are recommended favorably - a total of less than 500 such employees.

The Conference recommended, therefore, the following action be immediately taken by the Bureau:

1. That immediate steps be taken to appoint National Academy graduates who have been favorably recommended and who have expressed an interest for being considered for Special Agent employment for the

*Employer*

Memorandum for the Director

OKH  
period of the emergency. The Conference points out that we will be able to place approximately 100 of these graduates on the rolls in the immediate future. The Bureau could expect a further 100 such Special Agent employees from the National Academy graduates in the near future.

2. The Conference unanimously recommends that the Bureau consider for appointment applicants who possess the various miscellaneous degrees, such as, B.A.'s, B.S.'s, etc., from resident colleges and universities after completion of a 4 year course of study. The Conference points out that this will make immediately available approximately 500 additional applicants for appointment to positions in the Bureau. The Conference recommends that these applicants be considered as Special Agent Employees so that there is no lowering of the appointment qualifications for the regular Special Agent, which will remain as law or accounting. OKH

3. The Conference further recommends that the Bureau change its present regulations for appointment to the position of Special Agent insofar as Bureau employees are concerned. At the present time, the Bureau considers Bureau employees for Special Agent applicants qualified in accounting provided they have had at least 3 years' experience in the Bureau. It was pointed out to the Conference that there are a few Bureau employees, who are excellent clerical employees, who have accountants' degrees, who do not have the full 3 years of service in the Bureau at this time. The Conference recommends that each Bureau employee having an accounting degree be considered on his own merits without having had 3 years of service in the Bureau. OKH

4. Insofar as Special Agent Accountants are concerned, the Director is advised that applicants for Special Agent qualified in accounting, from other than Bureau personnel, must, in addition to having their accounting degree, also be certified public accountants. The Conference was split on the policy to follow in connection with this particular type of applicant. Messrs. Tracy and Harbo recommended that Special Agent applicants qualified in accounting, who are not Bureau employees, continue to have the same basic educational qualifications, that is, an accounting degree as well as a certified public accountant's certificate. Mr. Rosen recommended that such applicants have a certified public accountant's certificate or have at least 3 years of accounting and auditing experience. Messrs. Belmont, Clegg, Mohr, Ladd, Sizoo, Nease and Glavin recommended that this category of applicant be considered if he has an accounting degree and at least 2 years of accounting or auditing experience. Messrs. Tolson and Nichols recommend that such applicants be considered in the event they possess accounting degrees, no experience factor or certified public accountant's certificate being taken into consideration.

I agree  
OKH

*Memorandum for the Director*

For the Director's information, we have authorized at the present time for the fiscal year 1951 a total of 4,352 field Special Agents and we are requesting an additional 800 in the pending supplemental for 1951. If the supplemental appropriation in the amount of \$6,000,000 is approved, we will, therefore, have authorized 5,154 Special Agents for the present fiscal year for the field service. At the present time, 3,982 Special Agents are on the rolls or have been appointed to enter on duty during the current month, leaving 1,172 Special Agent vacancies, which must be filled without delay.

The Conference feels that should its recommendations above be approved, the necessary additional Special Agent personnel can be secured to fill our needs.

Respectfully,  
For the Conference

Clyde Tolson



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HEREIN IS UNCLASSIFIED  
DATE 6/2/91 BY SP-5 C/BHX

78  
8 - MAR 1 - 1951

66-2554-8040

CHANGED TO

67-80010-1398X

THE DIRECTOR

August 25, 1950

THE EXECUTIVES CONFERENCE

SECURITY OF BUREAU TELEPHONES

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/7/91 BY sp-5 cjp/br

On August 23, 1950, the Conference considered the security of Bureau telephones. In connection with the Director's approval to install filters which would defeat the new radio frequency wire tapping device which permits converting the telephone instrument into a microphone, the Conference unanimously recommends that the necessary filters be installed on the home and office phones of the Director, on the office phones of Messrs. Tolson, Ladd and Nichols.

The Conference was further advised that in order for the new equipment to be successfully used on any of the lines coming from the Bureau switchboard, it would be necessary that someone have access to the phone lines within the Justice Building since the radio frequency device would not work through the Bureau switchboard if installed on one of our trunk lines. The Conference feels that this is adequate protection for most of the phones within the offices of other officials and supervisors provided periodic checks are made of the security of our telephone lines.

No complete security survey of our Bureau phone lines has been made for approximately two years and the Conference unanimously recommends that a comprehensive survey be made of all Bureau phones, which will require approximately 10 man days. The Conference further unanimously recommends that once each month thereafter a recheck be made of the Bureau trunk lines and certain lines within the building and that spot checks be made of the remaining lines within the building, which will require approximately two man days per month. If the Director approves, the Laboratory will:

1. Install the filters as indicated above.
2. Will make a comprehensive telephone survey immediately.
3. Will make a recheck of the Bureau phones once each month as indicated above.

Present at the Conference were Messrs. Ladd, Glavin, Tracy, Mohr, Belmont, Nichols, McIntire, Sizoo, Nease, Hargett and Parsons.

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

Mr. Clegg  
Mr. Mohr

Respectfully,  
For the Conference

RECORDED - 123

EX - 83

Clyde Tolson

SEP 9 1950

2 AUG 19 1950

THE DIRECTOR

September 1, 1950

THE EXECUTIVES' CONFERENCE

SUGGESTION CONCERNING EXPANSION OF  
BUREAU'S INFORMANT PROGRAM

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/7/91 BY SP-5 CIP/HF

The Executives' Conference, consisting of Messrs. Ladd, Glavin, Harbo, Tracy, Mohr, Rosen, Sizoo, F. H. McIntire, Nease, Nichols and Belmont, on August 31, 1950, considered the proposal of the Security Division that an effort be made to tap, as sources of information and informants, the large number of individuals who at one time have been or are still connected with the Communist Party and who, in view of the decisive alignment of the Communist Party with the Soviet Union since the Korean situation, may, with a little persuasion, furnish information to the FBI.

The Executives' Conference was of the opinion that any possible steps which could be taken to tap this potential field of informants and sources of information should be considered. The attached proposed release was carefully considered by the Conference. It was suggested that possibly a more desirable approach would be to devote a program of "This Is Your FBI" to this idea by having a fictitious example, embodying a number of our actual experiences, of a former or present Communist Party member seeing the light and turning to the FBI to be of assistance and the results which followed. It was felt that this theme could be played in a very advantageous manner and it would be possible to illustrate through this medium the precautions taken by the FBI to protect the informant which, of course, is a matter uppermost in the minds of any potential informant. It was also thought that during the latter part of the program the Director, if he thought it desirable, or a member of the cast, could read a message from the Director somewhat along the lines of the proposed press release. It was felt that the newspapers would pick up such a message from the radio program and actually wider coverage would result from this manner of presentation.

In the event you approve, steps will be taken to work up a program along this line with the assistance of Mr. Jerry Divine.

Respectfully,  
For the Conference

RECORDED - 53

SEP 9 1950

Clyde Tolson

I am still quarantined  
about this

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

52 SEP 11 1950  
Mr. Mohr

AHB:tlc

THE DIRECTOR

August 24, 1950

THE EXECUTIVES CONFERENCE

FM RADIO EQUIPMENT  
INTERFERENCE FILTERS

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/7/91 BY SP-5 CPH/c

On August 23, 1950, the Conference considered the purchase of 497 filters which consist of small electrical devices to be placed on certain of the Bureau's radio transmitting equipments for the purpose of getting out spurious and unwanted voice transmissions which, under certain conditions, can be received on home receivers and television sets.

The Conference was advised that complaints have been received from the field that some of our radio transmissions have caused interference to television receivers and in one case the voice transmissions over Bureau radios can actually be heard even though the television or TV receiver is not tuned to the Bureau's frequency. This is due to the fact that when a radio transmitter is broadcasting on the assigned frequency, it will also emit weaker signals on other frequencies unless special precautions are taken through the use of filters to prevent the secondary transmissions.

As an illustration of this difficulty, the Chicago Office reported that an agent, while surveilling the subject in a tavern, kept over the Vol. 1 station and the broadcast of the Bureau car station. The subject was coming out of the door of the tavern. In this case the subject, who was leaving the tavern, did not hear the transmission and the investigation was not harmed.

A study of this by the Laboratory has shown that while the mobile radio transmitters presently being obtained are properly equipped with filters when received, a number of our older automobile radio transmitters which still have several years of service remaining, are emitting these spurious radiations which can be received by home television and receiver sets. It is therefore proposed that the older mobile serviceable automobile radio transmitters and the 66-watt portable field office units and our 250-watt central office stations be equipped with these filters which can be constructed according to our specifications for approximately 10 each.

The Conference considered of Messrs. Ladd, Glavin, Tracy, Mohr, Nichols, Rosen, and Ladd. The subject is a tavern, kept over the Vol. 1 station and the broadcast of the Bureau car station. The subject was coming out of the door of the tavern. In this case the subject, who was leaving the tavern, did not hear the transmission and the investigation was not harmed.

RECORDED - 5

Approved by  
for the Conference

66-2534-8043

52 SEP 11 1950

CHAS. F. LADD

RD

Tolson  
Ladd  
Glavin  
Nichols  
Rosen  
Tracy  
Harbo  
Belmont  
Mohr  
Tele. Room  
Nease  
Gandy

Mr. Ladd  
Mr. Mohr

10/20



THE DIRECTOR

August 18, 1950

THE EXECUTIVES CONFERENCE

BUREAU AUTOMOBILES -  
GARAGE SPACE

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/7/91 BY SP-5 CJP/PH

On August 18, 1950, the conference considered the suggestion that the Bureau consider ordering Bureau automobiles to be placed in various garages in field office cities in order that all Bureau transportation may not be destroyed at one time as would be possible if all cars would be kept in one garage.

The conference felt there is considerable merit in this proposal and recommends that the attached SAC letter go forward advising the field to make preliminary arrangements so that in the event it became necessary to take such action, some of the cars could be moved to other garages in the out-lying sections of the city on short notice.

Present at the Conference on August 18 were Messrs. Ladd, Glavin, Tracy, Mohr, Belmont, Clegg, Sizoo, Hargrett, and Harbo.

Respectfully,  
For the Conference

Clyde Tolson

RE: L

cc - Mr. Clegg  
Mr. Mohr

RECORDED - 5

66-2554-8044

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

52 SEP 11 1950

RECEIVED - DIRECTOR  
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SEP 11 29 AM '50  
DEPT. OF JUSTICE

Handwritten signatures and initials: JH, RB, and others.

4  
THE DIRECTOR

September 1, 1950

THE EXECUTIVES CONFERENCE

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/7/91 BY SP-5 CIP/PA

The Executives Conference of August 31, 1950, consisting of Messrs. Ladd, Rosen, Sizoo, Harbo, Mohr, Belmont, McIntire for Clegg, Tracy, Nichols, Nease and Glavin, considered a request received from the Special Agent in Charge at Springfield for the purchase of five air conditioning units to be utilized in the Springfield Office in connection with blackout equipment being secured for that office.

The Conference pointed out that blackout equipment would not be installed unless and until an emergency arises. It is not believed that the Bureau would be justified in purchasing air conditioning units to be utilized during such times as blackout equipment is actually used.

Should the Director agree, the attached communication should go forward to the SAC at Springfield.

Respectfully,  
FOR THE CONFERENCE

Clyde Tolson

CC - Mr. Mohr  
Mr. Clegg

WRC:amb

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Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

52 SEP 11 1950

THE DIRECTOR

September 5, 1950

THE EXECUTIVE CONFERENCE

LABORATORY FILE UNIT

ALL INFORMATION CONTAINED

HEREIN IS UNCLASSIFIED

DATE 7/7/86 BY SP5CJ/PM

The Laboratory maintains a file unit in which are maintained Laboratory files in selected cases only, wherein are retained copies of correspondence, the evidence or photographs thereof. When the case is inactive for one year the material is transferred to the administrative files of the Record Section.

On September 2 the Conference considered the suggestion of SA F. L. Webb of the Laboratory that a temporary Laboratory file be set up for all cases received in the Laboratory. The suggestion is predicated on the fact that in some instances there is a delay in obtaining the file copy of prior correspondence in the same case when an additional submission in the same case is received within a few days after the outgoing report was sent to the contributor. This happens not infrequently in Fraudulent Check cases.

A check was made in the Document Section for a period of one week to ascertain the number of instances wherein it was necessary for the Record Section to put files or correspondence "on locate" and it was found there were only 10 such instances in this period of one week for the total of 23 Document examiners.

The Laboratory recommends against the adoption of the proposal on the ground that the clerical work involved in setting up and maintaining a temporary file on all Laboratory cases would be far in excess of the benefit which might possibly be anticipated. Also, it is not believed that the problem is sufficiently serious to warrant giving consideration to what amounts to a duplicate filing system handled in the Laboratory. It is believed preferable that available personnel handle the material under the present filing procedures.

The Conference unanimously concurred with the Laboratory in opposing the suggestion.

Present at the Conference on September 1 were Messrs. Ladd, Glavin, Tracy, Mohr, Belmont, Rosen, Clegg, Sizoo, Nichols, Nease and Harbo.

RECORDED - 5

Respectfully,  
For the Conference

OKA

RG

Clyde Tolson

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

SEP 2 1950  
Mr. Clegg  
Mr. Mohr  
REH:IT

September 5, 1950

THE DIRECTOR

A. ROSEN

ALL INFORMATION CONTAINED  
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DATE 6/7/91 BY SP-5 CJP/PA

## ACCOMPLISHMENTS - CRIMINAL CASES

Inasmuch as a decline has been noted in our criminal accomplishments for the first month of the current fiscal year, an SAC Letter has been prepared calling this matter to the attention of the field and directing that redoubled efforts be made to increase our accomplishments in these cases.

ACTION RECOMMENDED:

With your approval, it is suggested that the attached SAC letter be forwarded.

Attachment

OJK:nhl

cc-Mr. Clegg, Mohr

ADDENDUM: AR:FE 9-5-50

Unanimously approved by the Executives' Conference.

Those in attendance were Messrs. Tolson, Ladd, Glavin, Belmont, Clegg, Mohr, Sizoo, Tracy, and Rosen

Director's Notation: "OK." H.

ORIGINAL COPY FILED IN 66-2363-30128

52 SEP 12 1950

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66-2554-8047  
SEP 11 1950

71



THE DIRECTOR

8/16/50

JOINT COMMITTEE

SUGGESTION NO. 472

EMPLOYEE: SA FRANCIS P. CARR  
NEW YORK OFFICE

SAVINGS: None

AWARD: None

CLOSING REPORTS - SECURITY CASES

MEMBERS PRESENT: H. H. Clegg  
R. T. Harbo  
S. K. McKee  
E. Scheidt

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/7/91 BY SP-5CJ/OTD

SUGGESTION: In connection with Bureau instructions to Agents handling Communist type investigations to consider the value of an interview with the subject when the purpose of the inquiry is to determine if the subject was or ever had been a member of the Communist Party, it is suggested that the Bureau supplement its instructions with a requirement that closing reports in Internal Security - C cases and Security Matter - C cases be required to contain a specific statement on the administrative page reflecting that such consideration had been given to an interview with the subject and the reason for not requesting permission to arrange for an interview.

Messrs. Baumgardner, Laughlin and Belmont of the Security Division felt that this was a good idea.

JOINT COMMITTEE CONSIDERATION: Unanimously unfavorable.

The Joint Committee felt that it would be unwise to make this a formal requirement. It would be in the way of an explanation as to why no positive action had been taken of a certain type; and it would be another thing for Agents to remember during the preparation and dictation of a report. The requirement that this be considered has been issued as a matter of policy, and an explanation as to negative action in each closing report would seem to be routine and unnecessary. When positive action is required, they would communicate with the Bureau. If the action had not been taken at the time the case was closed, the Bureau could, when the answer was not obvious on the face, make inquiry; but it was felt unwise to make it a specific requirement for inclusion in reports.

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

cc: Mr. Clegg  
Mr. Mohr

HHC:dgh

RECORDED - 76

66-25374-8048

RECORDED  
146 Sept 9 1950

52 SEP 18 1950

FILED IN 66-25374-1061

① EXECUTIVES CONFERENCE CONSIDERATION: Unanimously unfavorable.

The Executives Conference on 8-17-50, with Messrs. Glavin, Harbo, Tracy, Mohr, Belmont, Ladd, Sizoo, Hargett, Nichols, Nease and Clegg present, considered the above suggestion and were unanimously unfavorable.

## Office Memorandum • UNITED STATES GOVERNMENT

TO : THE DIRECTOR

DATE: September 5, 1950

FROM : J. P. MOHR

SUBJECT: ATTENDANCE AT EXECUTIVES CONFERENCE

Mr. Tolson	✓
Mr. Clegg	
Mr. Glavin	
Mr. Ladd	
Mr. Nichols	
Mr. Rosen	
Mr. Tracy	
Mr. Egan	
Mr. Gurnea	
Mr. Harbo	
Mr. Mohr	
Mr. Pennington	
Mr. Quinn Tamm	
Tele. Room	
Mr. Nease	
Miss Holmes	
Miss Gandy	

The Executives Conference today was attended by Messrs. Tolson, Ladd, Tracy, Clegg, Glavin, Belmont, Rosen, Harbo, Sizoo, and Mohr.

Mr. Nichols was absent in connection with an appointment he had at the Capitol.

Mr. Nease was absent in view of specials which he was handling.

JPM:pe

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DATE 6/7/91 BY SP-5 CIB/OTK

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66-25371-8049  
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TWO

58 SEP 13 1950

THE DIRECTOR

September 1, 1950

A. Rosen

~~SECRET~~  
FICA

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 4/7/91 BY SP-5 CPH

main  
PURPOSE:

Executive Conference

To advise the Houston Division cannot obtain access to vital hospital and medical records in verification of personal injury and death claims filed against the Government unless arrangements are made to furnish plaintiffs' attorneys with photographic copies of such records and to recommend that we decline to photograph the records unless the USA makes all arrangements with the plaintiffs' attorneys.

FACTS:

At the request of the Department the Bureau is investigating the validity of some 6000 claims aggregating more than \$200,000,000 which were filed against the Government as a result of the great Texas City disaster. A vital and substantial portion of this investigation deals with personal injury and death claims and an essential investigative step to determine the nature and extent of injuries, hospital expenses, etc is to examine hospital and medical records. Most hospitals have declined to produce such records unless clearance is obtained from patient and his physician. Plaintiffs' attorneys almost without exception have declined to authorize hospitals to permit examination of records unless they are furnished with a copy.

The Bureau has exhausted all possible avenues of restricting this phase of the investigation and the USA has recommended that records be photographed and a copy furnished to plaintiffs' attorneys. In view of restrictions imposed it appears the Bureau can; (1) categorically refuse to make extra prints for the plaintiffs' attorneys thereby closing the door on logical investigative sources; (2) permit Houston to photograph the pertinent documents and furnish directly to the interested plaintiffs' attorneys copies of the documents which they require; or (3) refuse to photograph the documents unless the USA takes the legal steps necessary to make the records available to us without qualification.

The third alternative is recommended since it is believed cannot afford to arbitrarily exclude possible pertinent information, nor can we be placed in the position of entering into agreement with plaintiffs' attorneys.

RECORDED - 123

166-25378-80

INDEXED - 123

EX - 83

Mr. Tolson  
Mr. E. A. Tamm  
Mr. Clegg  
Mr. Glavin  
Mr. Ladd  
Mr. Nichols  
Mr. Rosen  
Mr. Tracy  
Mr. Egan  
Mr. Gurnea  
Mr. Harbo  
Mr. Mohr  
Mr. Pennington  
Mr. Quinn Tamm  
Tele. Room  
Mr. Nease  
Miss Gandy

Attachment

Mr. Clegg

Mr. Mohr

RES:PD

ORIGINAL COPY FILED IN 100-65



Memo to the Director

It is believed we should take the position it is the legal responsibility of the SA to obtain access to vital records required for the proper investigation of this case but that the Bureau will be willing to cooperate to the extent of preparing one extra photographic copy of documents as demanded by plaintiff's attorneys which extra copies will be made available to the USA for such disposition as he may consider appropriate.

It is noted that Houston has estimated that in order to obtain the records considered essential to a proper investigation it will be necessary to make approximately 5000 exposures resulting in 1500 prints, 3500 of which will be made available to the USA for disposition. The estimated cost for preparing these extra 1500 prints is \$325.00.

**RECOMMENDATION:**

It is recommended that the Department be informed the Bureau must take the position that it is the legal responsibility of the USA to obtain for us access to vital hospital and medical records but that we will at the request of the USA prepare extra photographic copies of certain documents as demanded by plaintiff's attorneys for such disposition as the USA may consider appropriate. The proposed memorandum to Assistant Attorney General H. Graham Morrison is attached for consideration.

**APPENDIX:** 22-FF-1 8-31-60

Unanimously approved by the Executive Conference. Those in attendance were Ladd, Belmont, Clegg, Harbo, Glavin, Mohr, Nichols, Tracy, Sizoo and Tegen.

Respectfully  
For the Conference

Clyde Tolson

OK  
H

Mr. Tolson	_____
Mr. E. A. Tamm	_____
Mr. Clegg	_____
Mr. Glavin	_____
Mr. Ladd	_____
Mr. Nichols	_____
Mr. Rosen	_____
Mr. Tracy	_____
Mr. Egan	_____
Mr. Gurnea	_____
Mr. Harbo	_____
Mr. Mohr	_____
Mr. Pennington	_____
Mr. Quinn Tamm	_____
Tele. Room	_____
Mr. Nease	_____
Miss Gandy	_____

THE DIRECTOR

8-30-50

Executives Conference

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/7/91 BY SP-5CJ/bmf

The Executives Conference on 8-30-50, with Messrs. Glavin, Tracy, Harbo, Mohr, Belmont, Ladd, Nichols, Sizoo, Nease and Clegg present considered the request of Captain [redacted] graduate of the FBI National Academy, and with the Public Safety Service of the Tennessee Valley Authority that the Bureau give assistance in connection with its program. The Tennessee Valley Authority expects to inaugurate a training program for its present and new employees as follows:

b6  
b7c

1. To establish a 48-hour pre-assignment central school and they desire Bureau assistance on such subjects as sabotage, espionage, defensive tactics and firearms instruction.
2. They will have an on-the-job training course and he desires a curriculum for the on-the-job training. He also desires a suggested program for a 40-hour course of in-service training.

The Executives Conference unanimously agreed that a qualified Agent of the Birmingham Office should confer with this Academy graduate and that assistance should be given in preparing a course of training and that in such matters as sabotage and espionage the instruction should largely be a matter of definition with further instruction to refer the matter to the FBI for investigation.

He requested advice by today and there are attached hereto wires to Captain Hosteller and the SAC at Birmingham in keeping with the above recommendation.

Respectfully,  
For the Conference

Clyde Tolson

cc - Mr. Mohr  
Mr. Clegg

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

HHC:MJD

Attachments

EX - 83  
RECORDED - 4

SEP 15 1950

73

SEP 20

ORIGINAL FILED IN 1-1788-4-124

THE DIRECTOR

September 6, 1950

A. ROSEN

~~ILLEGAL MANUFACTURE, USE, POSSESSION  
OR SALE OF EMBLEMS AND INSIGNIA~~

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED

DATE 6/7/91 BY SP-5C/PH

The protection which Section 705, Title 18, USC, affords to the badges, insignia, etc., of veterans' organizations incorporated by enactment of Congress has been extended to include the badges, insignia, etc., of auxiliaries of these veterans' organizations by virtue of Public Law 661, approved on August 4, 1950.

RECOMMENDATION

That the attached suggested Bureau Bulletin be sent to all Investigative Employees. Appropriate Manual changes are also attached.

The Executives Conference with Messrs. Tolson, Ladd, Belmont, Clegg, Glavin, Harbo, Mohr, Nease, Sizoo, Tracy and Rosen in attendance, today unanimously approved the attached Bureau Bulletin and Manual changes.

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

cc: Mr. Clegg  
Mr. Mohr

Attachments  
AEE:mcp:LS

Respectfully,  
For the Conference

RECORDED - 26  
Clyde Tolson  
INDEXED - 26

SEP 14 1950

ORIGINAL COPY FILED IN 66-621447-123

THE DIRECTOR

July 18, 1950

THE EXECUTIVES' CONFERENCE

BUREAU WAR PLANS;  
DETCON PROGRAM (DETENTION OF COMMUNISTS)

ALL INFORMATION CONTAINED

HEREIN IS UNCLASSIFIED

DATE 4/7/91 BY SP-5C/BHF

On July 17, 1950, the Executives' Conference considered the advisability of broadening the basis for our investigations of Communist Party, Socialist Workers Party, and related group members for consideration in the Security Index.

It was pointed out that our present policy with reference to the investigation of individuals in these groups, as set forth in the Manual of Instructions is: "Each Special Agent in Charge will be held responsible for the proper investigation of all persons who are members of or affiliated with the Communist Party, USA, the Socialist Workers Party, the Workers Party, or splinter groups in his Division WHO ARE DANGEROUS OR POTENTIALLY DANGEROUS TO THE INTERNAL SECURITY. Mere membership in or affiliation with such an organization shall not be construed as rendering an individual dangerous or potentially dangerous." The Manual goes on to point out that in arriving at a conclusion whether an individual is dangerous, such factors as the following should be considered, together with membership in the organization: "Employment in vital industry or defense installation, active participation in the affairs of the organization in furtherance of its aims and purposes, membership in the Abraham Lincoln Brigade, attendance at the Lenin School, or other Soviet schools, past service in the Armed Forces, etc." The attention of the Executives' Conference was drawn to the fact that mere membership in one of these organizations does not call for an investigation in the absence of other indications that the individual is dangerous.

While this basis for investigation has constituted a sound policy, in that the basis has been whether an individual is dangerous or potentially dangerous to the internal security, in view of current conditions, the Security Division strongly urged that we broaden our conception of those individuals who are dangerous or potentially dangerous at this time. It was pointed out that the intervention of the United States into the Korean situation has crystallized the policy of this country, the Communist Party and related groups having definitely and positively come out against the policy of the United States in this respect. Considering the active campaigns launched by these groups in opposition to the policy of this country, there can be no doubt that any individuals who are now active members of the Communist Party and related groups have cast themselves on the side of the Soviet Union and, therefore, must be considered as potentially dangerous and the subject matter of investigations to determine whether they should be included in the Security Index.

Tolson  
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Nease  
Gandy

On the basis of this conception, which follows our same policy, that is, that we conduct investigations based on the dangerousness or potential dangerousness of the individual to the internal security, it was recommended that the field be instructed to open cases for investigation on all individuals reported to the field as present members of the Communist Party, the Socialist Workers Party, the Independent Socialist League and splinter groups.

63 SEP 29 1950  
CC - Mr. H. H. Clegg  
Mr. J. P. Mohr

AHB:tlc

INDEXED - 2  
RECORDED - 2

166-2554-8053

SEP 15 1950

ORIGINAL COPY FILED IN 100-256062-4117



MEMORANDUM FOR THE DIRECTOR

It was realized that this will place a tremendous added burden on the field, inasmuch as thousands of investigations will be opened on the basis of current information being received, indicating membership in these groups. Of course, not all persons investigated will be placed in the Security Index; however, undoubtedly there will be a substantial increase in the number of individuals in the Security Index. It was pointed out that this program is further deemed essential because sooner or later the Bureau may be called on to go beyond the Security Index in the matter of apprehensions and may be called on to give the identities of all members of these groups in so far as possible. In view of the fact that membership lists and other sources from which membership has been ascertained in the past are not available because of security measures by the Communist Party, investigations will be required to establish the membership.

It was further pointed out that in view of the present international situation the primary duty of the FBI is to insure the protection of the internal security of this country. The increased work-load, if the above policy is adopted, together with the contemplated plant informant and American Legion Contact Programs and the increasing work in the espionage field, require consideration as to whether the Bureau must cut back in its activities in other not so essential fields. It is apparent that the Bureau must carry out its fundamental duties in the security field. It was recommended, therefore, that a survey be conducted to ascertain whether the Bureau has field of activity at the present time which should be reduced or relinquished to enable the man-power to be turned to its essential duties involving the internal security of the country. The Executives' Conference unanimously recommended that the field be instructed to open cases for investigation on all individuals reported to the field as present members of the Communist Party, the Socialist Workers Party, the Independent Socialist League, and splinter groups, on the basis that under the present international situation, such individuals should be investigated as dangerous or potentially dangerous to the internal security of this country. The Conference also recommended that a survey be conducted, as indicated above.

Attached is a letter to the field, instructing that these investigations be undertaken. If it meets with your approval, it will be disseminated.

In the event you approve, a survey will be conducted to determine whether the Bureau has fields of activity at the present time which should be reduced or relinquished to enable the man-power to be turned to its essential duties involving the internal security of the country.

Respectfully,  
For the Conference

Clyde Tolson

The Director

September 12, 1950

The Executives Conference

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED

DATE 6/2/91 BY SP-5 CUP/rtz

The Executives Conference of September 11, 1950, consisting of Messrs. Ladd, Mohr, Clegg, Sizoo, Tracy, Harbo, Rosen, Belmont, McGuire for Nichols and Glavin, considered the suggestion made by [redacted] of the Tour Section of the Records and Communications Division that all prospective Special Agents, who are chosen from Bureau clerical personnel, be required to become proficient as tour leaders before offer of appointment. The Conference was advised that the Director had commented that he had understood this to be the rule now.

b6  
b7C

It was pointed out to the Conference that before World War II, all clerical employees at the Seat of Government had to qualify as tour leaders prior to being appointed to the position of Special Agent. This requirement was discontinued when tours were discontinued; that during the fall of 1945 tours were re-established and in December of 1945 the suggestion was made by SAC Mason that Bureau employees desiring to qualify for Special Agent positions be afforded tour training. The Director agreed. Since 1945 in every instance Bureau employees applying for appointment to the position of Special Agent have not been afforded tour training, primarily because when quite a few Bureau employees were being considered for Special Agents, there was not sufficient demand for tour leaders and neither could the sections to which these employees were assigned spare them for the two to three months necessary to become fully qualified as tour leaders. It was pointed out to the Conference that at the present time when any Bureau employee applying for Special Agent is recommended for tour training by his Assistant Director, by a representative of the Administrative Division, or by Mr. Clegg, who, since September 1949, must interview all Bureau employees applying for such appointments, these employees are afforded the necessary training.

It was pointed out to the Conference that at the present time a number of Bureau employees would be considered for Special Agent positions under our relaxed educational qualifications and that there would not be a sufficient need for tour leaders to train all of these men as tour leaders and, further, it would hold up consideration for a period of from sixty to ninety days.

RECORDED - 36

SEP 15 1950

Tolson  
Ladd  
Clegg  
Glavin  
Nichols  
Rosen  
Tracy  
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Nease  
Gandy

The Conference recommends, therefore, at this time that those Bureau employees applying for Agents, whom it is felt need additional training as tour leaders before being given final consideration for appointment to the position of Special Agent, be afforded such training; that the interviewing officials be particularly careful in making

CC: Mr. H. H. Clegg  
Mr. Mohr

54 SEP 16 1950

WHL:VH

Memorandum for the Director

their recommendations and that the utilization of tour training be not used as an out for a Bureau employee who does not appear to have the basic personality qualifications for appointment to the position of Special Agent at a later date.

Respectfully,  
For the Conference

Clyde Tolson

Just what does  
this mean?

H

I want all clerks who  
fit in otherwise for  
special agent, - Personality  
etc. be given tour training  
before appointment as  
S. A.

H.

The Director

September 12, 1950

The Executives Conference

The Executives Conference of September 6, 1950, consisting of Messrs. Tolson, Mohr, Ladd, Nease, Clegg, Nichols, Rosen, Belmont, Harbo, Tracy and Glavin, considered the attached suggested communication to all Special Agents in Charge concerning the acknowledgment of supplies and equipment and recommended its approval.

It was pointed out to the Conference that we are losing our discounts on payments from time to time because the field is not promptly acknowledging the receipt of supplies and equipment received in their offices.

Respectfully,  
For the Conference

Clyde Tolson

CC: Mr. H. H. Clegg  
Mr. Mohr

WRG:VH

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DATE 6/2/91 BY SP-5C/BMR

RECORDED - 36

SEP 15 1950

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54 SEP 16 1950



THE DIRECTOR

9-7-50

*min*  
Executives Conference

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/7/91 BY SP-5C/BMP

On 9-7-50, the Executives Conference, with Messrs. N. P. Callahan, Tracy, Harbo, Mohr, Belmont, Ladd, Rosen, J. A. Sizoo and Clegg present, considered the communication from the New York Office concerning the Nassau County Office of Civil Defense, Mineola, New York. General C. W. Vickersham, Director of Civil Defense of Nassau County, had requested name checks and fingerprint searches which SAC Scheidt declined for valid reasons given. Recently the Resident Agent at Mineola, New York, was interviewed by William A. Golden, Investigator, who indicated that he had an informant who knew a great deal about Communist matters, that he had covered a meeting held to discuss "The Korean Situation" and had obtained license numbers of those in the vicinity. He represented himself as a retired Nassau County Detective and an employee of the Office of Civil Defense for that county. He appeared to be investigating Communists and the SAC advised that Golden's work was highly undesirable from the Bureau's standpoint.

SAC Scheidt pointed out if the Bureau declined to furnish information to the Nassau County Office of Civil Defense regarding the Communist affiliations of applicants for OCD jobs, the Bureau could hardly object to their investigation of their own applicants. On the other hand, if fingerprint searches and name checks were made by the Bureau, it would establish a precedent for the rest of the country. Mr. Scheidt recommended that the Bureau attempt to reach an understanding on a national level with Civil Defense authorities so that a policy could be established on a nation-wide basis.

It was pointed out to the Conference that, on the basis of this Nassau County situation, Mr. [redacted] of NSRS had been requested to place in their guide book on Civilian Defense appropriate phraseology which would keep in tact the Bureau's jurisdiction and Mr. [redacted] had agreed that appropriate phraseology, consistent with the Presidential Directive and eliminating clearing houses and filtering agencies, would be placed in the Federal guide book on Civil Defense. This book, however, will likely be considered advisory as the principal Civil Defense functioning will rest with the states.

RECORDED - 36 SEP 15 1950  
INDEXED - 36 24

RECOMMENDATION: The Executives Conference members unanimously recommended that SAC Scheidt be instructed to call on General Lucius Clay, the Director of Civil Defense matters in New York State, to point out the problem, the Bureau's jurisdiction and to point out

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Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

cc - Mr. Mohr  
Mr. Clegg

HHC:DMC

54 SEP 18 1950

specifically that, of course, the Bureau would not object to OOD agencies making their own investigation of their own personnel in the states, but that, when subversive information is received, it should be promptly referred to the FBI and that, through discussions with General Clay, Mr. Scheidt attempt to eliminate the difficulties encountered in Nassau County. If this is approved, there is attached hereto a letter to SAC Scheidt accordingly.

Respectfully,  
For the Conference

Clyde Tolson

Attachment

THE DIRECTOR

9-11-50

EXECUTIVES CONFERENCE

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 4/7/91 BY SP-5 C/BTF

The Executives Conference on 9-11-50, with Messrs. Glavin, Tracy, Harbo, Mohr, Rosen, Ladd, Belmont, Sizoo, McGuire and Clegg present, considered:

- (1) The letter from Director Paul J. Larsen of the Civil Defense Office of NSRD, who stated that he would advise the state and local Councils of Civil Defense of the policy set forth in the Presidential Directive and the eliminating of any screening, filtering or evaluating activities of intermediate individuals or groups in connection with the Civil Defense Program.
- (2) Mr. Larsen transmits an inquiry from the Director of Civil Defense of Illinois, Mr. L. R. Lohr, who inquires as to what steps are necessary to have the FBI or other appropriate agencies investigate the Loyalty qualifications of the employees of the Illinois Civil Defense Office. He assumed that Loyalty investigations of employees of the Illinois Defense Council would be made by the State Department of Public Safety or by Security Officers to be appointed by the State Council of Labor and, in addition to the answer to Mr. Lohr, he would like to advise all the state and local Councils of Defense as to such policy.

The Conference unanimously recommended Mr. Larsen be advised that the Bureau would not conduct investigations of state Civil Defense employees and that as to Federal Civil Defense employees, if this problem should arise, the Civil Service Commission would decide if such employees are to be brought within the provisions of the President's Loyalty Program.

- (3) Mr. Larsen suggested that, if the Bureau approved, he would set forth in his communication to the state and local Councils of Defense that these local Civil Defense Councils maintain close liaison with the local FBI Agents and that they call upon the FBI Agents for advice and assistance in security problems.

The Conference was unanimously of the opinion that the Bureau's reply should be to the effect they would desire individual liaison so that individual Civilian Defense employees could report any indications of Espionage, Sabotage and subversiveness to the FBI without screening, but that the Bureau would be unable to confer with them or to assist them with advice concerning Civil Defense matters.

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Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
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Harbo \_\_\_\_\_  
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Gandy \_\_\_\_\_

HHC:DLG

54 SEP 16 1950

RECORDED - 36

INDEXED - 36

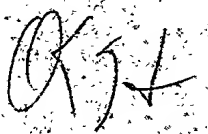
SEP 15 1950

(4) He also indicated that in his letter to local authorities he would point out the advantage of having former FBI Agents serve as security officers.

The Executives Conference unanimously felt that we should not make any comment pro or con about this.

If approved, attached is a letter to Mr. Larsen accordingly.

Respectfully,  
For the Conference

  
Clyde Tolson

Attachment.



THE DIRECTOR

8-18-50

EXECUTIVES CONFERENCE

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/2/91 BY SP-5 C/BMP

On 8-1-50, with Messrs. Glavin, Tracy, Harbo, Ladd, Mohr, Nease, Nichols, Rosen, Belmont, Carlson and Clegg present, the Executives Conference considered the question of duplicating and transmitting to the Field the results of research on law enforcement subjects so that police instructors could make use of the material contained in these research articles for their instruction in Field Police Schools. Material has now been prepared on the following subjects:

- (1) Public Relations in Law Enforcement
- (2) Traffic Enforcement
- (3) The Interview in Law Enforcement
- (4) Juvenile Delinquency Control and Prevention.

Each of these articles have been routed to the various members of the Executives Conference for review, and the suggestions made have been incorporated in the revised material.

It was unanimously recommended that none of the material be prepared for distribution outside of the Bureau; but that this material be duplicated and 155 copies prepared for distribution to the Field in keeping with the attached distribution list showing 10 copies for the Seat of Government and from 1 to 5 copies for various field offices. These copies would become a part of the files of each Field Division, and would be charged out in the usual way to those having temporary needs for this material in the preparation of their courses of instruction.

Attached hereto is a copy of the material on the subject "Public Relations in Law Enforcement." It will be observed that it has been typed (and proofread) on reprimat paper to facilitate the duplication in the Mechanical Section, and it will then be distributed by SAC Letter. There is attached hereto, if approved, a SAC Letter transmitting the article on "Public Relations in Law Enforcement" to the Field.

RECORDED - 129

EX. 83

SEP 15 1950

Since all members of the Executives Conference have had an opportunity to review each of the above four articles, if approved, they too will be duplicated in the Mechanical Section as an opportunity permits and distributed to the Field similarly.

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Ladd \_\_\_\_\_  
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Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

Attachments  
cc: Mr. Clegg  
Mr. Mohr  
HHC: dng; mjd; dgh

Respectfully,  
For the Conference

Clyde Tolson

The Director

September 12, 1950

The Executives Conference

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 9/2/91 BY SP-5 C/BTF

The Executives Conference of September 1, 1950, consisting of Messrs. Mohr, Ladd, Rosen, Tracy, Harbo, Belmont, Nichols, Clegg, Sizoo and Glavin, considered a communication received from the SAC at San Francisco concerning emergency flares. The San Francisco Office pointed out that they are submitting a requisition slip to the Bureau for 200 emergency red flares. It is planned that two of these flares will be placed in each automobile assigned to the San Francisco Division.

The Conference was further advised that the SAC at San Francisco believed that these flares would be of considerable advantage in the event a Bureau automobile is stopped for repairs or other reasons alongside a highway. Their use would assist in preventing damage to Bureau automobiles or injury to Agent personnel attending the car. Kimball pointed out that the California Highway Patrol and all of the trucking companies use these flares consistently. Kimball felt that the Bureau might wish to call this matter to the attention of other offices in the country with a view to making this a standard piece of equipment for all Bureau cars.

The flares in question cost 17¢ a piece. The requisition for the San Francisco Office has been filled since the SAC of that Office felt that such flares were necessary and desirable equipment, for cars in his division.

The Conference considered the suggestion of SAC Kimball regarding the equipping of Bureau owned automobiles with these flares. It was pointed out that in no instance where we have a fleet of automobiles have there been accidents caused due to a Bureau automobile being stopped for repairs or for other reasons alongside the highway. The majority of the Conference did not feel that equipping all cars in the Bureau's service with these flares is necessary. Messrs. Tracy, Harbo, Belmont, Nichols, Clegg, Sizoo and Glavin were of the opinion that such purchases on a country-wide basis should not be made at this time. Messrs. Mohr, Ladd and Rosen felt that emergency flares would be good emergency equipment to have in Bureau owned automobiles and recommended that all Bureau cars be equipped with these devices.

Tolson

Ladd

Glavin

Nichols

Rosen

Tracy

Harbo

Mohr

Tele. Room

Nease

Gandy

Pending the Director's decision, further action concerning the purchase of flares on a country-wide basis for Bureau owned automobiles is being held in abeyance.

RECORDED - 119

Respectfully,  
For the Conference

CC: Mr. H. H. Clegg  
Mr. Mohr

URG:VH

Clyde Tolson

THE DIRECTOR

September 9, 1950

The Executives Conference

UNITED STATES MARINE CORPS IDENTIFICATION FILE

The Executives Conference consisting of Messrs. Tolson, Clegg, Nichols, Ladd, Glavin, Harbo, Belmont, Rosen, Sizoo, Nease, and Tracy, on September 6, 1950, considered the expected formal request from the Marine Corps for the Bureau to accept the Marine Corps fingerprint file.

For the Director's information, the Marine Corps Fingerprint File consists of approximately 250,000 fingerprint cards of Marine Corps personnel who enlisted prior to 1940. These fingerprints are contained in eleven four-drawer legal size steel, fireproof cabinets. A corresponding card index file of six cabinets comprises the name file.

The Marine Corps started sending fingerprints to the Bureau beginning July 1, 1940, and all prints subsequent to this date have been removed from the file in order that no duplicates would be sent to the Bureau.

The Marine Corps desires the same service they now receive from the Bureau, i.e., a search of the criminal file except in the case of all officer candidates in addition to the criminal file search, a search of the noncriminal file to ascertain any prior military service.

The fingerprint card utilized by the Marine Corps prior to July 1, 1940, is an 8" x 7" card. The standard fingerprint card in the Bureau's fingerprint files is on 8" x 8" card. The Marine Corps has been using the 8" x 8" card since July 1, 1940. It therefore will not be possible to incorporate the old Marine Corps prints in the Bureau's existing noncriminal file; however, it is pointed out that as long as searches are confined to unknown deceased and occasional special searches, it will not be too expensive to maintain this file in the Identification Division.

The Conference unanimously recommended that the Marine Corps file be accepted upon receipt of a formal request to that effect.

cc - Mr. Clegg  
Mr. Mohr

Respectfully,  
For the Conference,

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/7/91 BY SP-5 C/PF

RECORDED - 119

Clyde Tolson

66-2554-8060  
SEP 16 1950

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
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Mohr \_\_\_\_\_  
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Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

Attachment

ADDENDUM: Subsequent to the Conference consideration of the acceptance

of the Marine Corps file, a letter was received from the Marine Corps requesting the Bureau take over the Marine Corps file.

The Marine Corps operated the file with less than the time of one Clerk, therefore, the cost to the Bureau of searching through this separate file would be less than the time of one fingerprint searcher. It is not believed, therefore, that it will be necessary to ask for any funds from the Marine Corps in connection with the transfer of the file.

It is recommended by the Identification Division that the Bureau request the fingerprint cabinets and the card index cabinets, otherwise this equipment will not be furnished on the transfer. The Identification Division has been informally advised that if such a request is made, the equipment will be furnished with the fingerprints.

If the Director approves, there is transmitted herewith a proposed letter to the Marine Corps.

KZ

4



cc - Mr. Ladd  
Mr. Rosen  
Mr. Harbo  
Mr. Leggett

September 12, 1950

The Director

The Executives' Conference

CRIME SURVEY

The Executives' Conference today with Messrs. Tolson, Harbo, Ladd, Mohr, Sizoo and Rosen in attendance approved the attached Letter to All SACs advising that the next Crime Survey Report should be submitted by January 15, 1951, and thereafter semiannually on July 15 and January 15 of each year.

The Field was previously advised by LAD Letter 60 dated August 24, 1950, that the Crime Survey Report should be submitted each six months instead of once each three months.

Respectfully,  
For the Conference

Clyde Tolson

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 4/7/91 BY SP-5C/bmf

cc - Mr. Clegg  
Mr. Mohr

AR:lor jls

RECORDED

66-2554-8061  
SEP 16 1950

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
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Nichols \_\_\_\_\_  
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Mohr \_\_\_\_\_  
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Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

THE DIRECTOR

September 7, 1950

THE EXECUTIVES' CONFERENCE

~~CONFIDENTIAL~~

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
EXCEPT WHERE SHOWN  
OTHERWISE

Classified by SP-5 CDR  
Excluded from GADR

On September 1, 1950, the Executives' Conference, consisting of Messrs. Ladd, Clegg, Glavin, Harbo, Nichols, Rosen, Tracy, Mohr, Sizoo and Belmont, considered a request from the Federal Power Commission that the Bureau conduct name checks of certain individuals who request documents from the Federal Power Commission relating to natural gas fields, gas facilities, electrical facilities, etc.

The Conference was advised that Mr. Leon M. Fuquay, Secretary of the Federal Power Commission stated that an important part of their service for the public consists of furnishing various documents, including maps, to private individuals, companies or organizations whose line of work justifies their receiving the particular documents. These documents relate to such matters as the location of natural gas fields, gas facilities, electrical facilities and transportation lines carrying gas and electricity.

The FPC has recently been concerned over the fact that much of this information may get to the wrong individuals, and although they feel that Russia is in possession of most of the information, they would like to restrict their distribution to legitimate individuals and companies who would not misuse the information. Mr. Fuquay said that in practically all cases they are able to determine the identity of the individual making the request for information, since they have a regular mailing list and regular subscribers. However, occasionally a request is received from what appears to be a legitimate organization or from an individual regarding whose existence FPC has no information. FPC would like to check such names through the Bureau's files. Mr. Fuquay thought such requests would not occur more than two or three times a week at most.

The Executives' Conference was of the unanimous opinion that we should not accede to the request of Mr. Fuquay, inasmuch as the control of this matter rests very readily in the hands of FPC simply by not sending such information out unless the requestee is legitimate and known. It was felt that unless we carefully consider requests for name checks on the part of other agencies, the number of name checks requested will grow to a proportion which the Bureau will be unable to handle.

RECORDED - 107

66-2554-8062  
RECORDED  
75 SEP 16 1950

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

CC - Mr. H. H. Clegg  
Mr. J. P. Mohr

AHB:tlc  
82 OCT 5 1950

~~CONFIDENTIAL~~

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THE DIRECTOR

~~CONFIDENTIAL~~

The Conference further felt that it would be desirable for the ICIS to consider the problem of the ready dissemination of material, such as that mentioned above, by FPG to anyone requesting the material. It was pointed out that this material, under current international conditions, can readily be considered of a security nature and of extreme value to potential saboteurs or potential enemies of this country. The same is true of maps of our harbors, air fields, transportation systems, etc., which are readily available to anyone who requests them. The interest of the [redacted] in this material is reflected through the [redacted] case, wherein [redacted]

b6  
b7C  
b7D

The Executives' Conference felt that in view of the Bureau's responsibilities in the security field the question of the easy accessibility of such documents to the general public should be raised before the ICIS for its consideration.

In the event you approve, Mr. Fuquay, of the FPG, will be advised that it is not possible to handle the requested name checks. In addition, the question of the dissemination of such material as that handled by the FPG will be brought before the ICIS.

Respectfully,  
For the Conference

Clyde Tolson

*I don't agree. We are  
the repository for  
subversive infor-  
mation and I  
think FPG is  
entitled to this  
act. 9-8-54*

*I agree  
H*

THE DIRECTOR

September 14, 1950

THE EXECUTIVES' CONFERENCE

COMMUNIST INFILTRATION OF THE RADIO TELEVISION  
INDUSTRY  
INTERNAL SECURITY - C.

On September 11, 1950, the Executives' Conference considered the request of the New York Office to utilize

Mr. [redacted] of CBS, as a source of information. The New York Office advised that [redacted] felt that CBS was infiltrated by Communists and he expressed a desire to cooperate with the Bureau. [redacted] furnished the names of a number of individuals employed by CBS whom he considered to be either Communists or Communist sympathizers.

b6  
b7C  
b7D

[redacted] The interviewing Agent was impressed with the sincerity of [redacted] and felt that he was in a position to furnish valuable information concerning the Communist infiltration of the radio television industry.

The Executives' Conference, consisting of Messrs. Ladd, Sizoo, Clegg, Rosen, Mohr, Harbo, Tracy, Glavin, Nichols, and Belmont, was of the opinion that in view of the present relations between CBS and the Bureau, it would not be desirable to utilize Mr. [redacted] as a source of information at this time, inasmuch as the use of [redacted] would give CBS a claim of cooperation with the Bureau whereas, in fact, our experience with CBS has reflected lack of cooperation.

b6  
b7C  
b7D

Attached for your approval is a reply to the New York Office, refusing authority to utilize [redacted] as a source of information at this time.

RECORDED - 80

Respectfully,  
For the Conference,

166-2554-8063  
SEP 20 1950

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

CC - Mr. H. H. Clegg  
Mr. J. P. Mohr

Clyde Tolson

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DATE 6/7/91 BY SP-5 CIP/HF

54 SEP 22 1950



THE DIRECTOR

September 7, 1950

THE EXECUTIVES' CONFERENCE

SPECIAL MEMORANDA DESK  
INTERNAL SECURITY SECTION  
SECURITY DIVISION

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DATE 6/7/97 BY SP-5/PM

On September 6, 1950, the Executives' Conference, consisting of Messrs. Tolson, Ladd, Nease, Clegg, Nichols, Rosen, Tracy, Glavin, Harbo, Mohr, Sizoo, and Belmont, considered the problem of handling the heavy increase of correspondence from the public on the Special Memoranda Desk in the Internal Security Section of the Security Division. This heavy increase has resulted from the Presidential Directive that matters of a security nature should be referred to the FBI.

It was pointed out that in view of the volume of letters being received, a great deal of difficulty has been encountered in checking Bureau files on the names of the persons mentioned in the letters, as well as the names of the correspondents, in time to reply to the letters within the forty-eight-hour deadline. In many instances the search of the files has required several days.

It was pointed out to the Conference that where the incoming letter contains specific allegations which warrant the opening of a case or instructions to the field that an Agent contact the correspondent, a check of the files is necessary, and this is being done. However, in the great majority of instances the correspondence contains non-specific allegations which require a reply to the correspondent and reference of the incoming correspondence to the appropriate field office for a check of its files and any action deemed appropriate. In such instances, it was pointed out that it would appear unnecessary to check the Bureau files, either on the name of the correspondent or as to the names contained in the incoming letter.

In furnishing information to the Bureau, the correspondent is showing a desire to help the Bureau, consequently a check of Bureau files on the correspondent does not appear warranted in the absence of the unusual, particularly as an innocuous reply is sent to him.

A check of the Bureau files on names of persons against whom non-specific complaints are lodged is not warranted because the complaint is not of a nature to initiate action. A check of Bureau files is time consuming, and experience has shown that the field office to which the letter is referred generally already has the information contained in the Bureau files.

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Belmont \_\_\_\_\_

AHB:cas

cc: Mr. H. H. Clegg

Mr. J. P. Mohr

52 SEP 21 1950

RECORDED

SEP 20 1950

MEMORANDUM TO THE DIRECTOR

It was pointed out that common sense and good judgment will dictate that Bureau file checks should be made in connection with some letters which contain unusual allegations, or where the correspondent is critical of the Bureau. In such cases, the files will be checked.

The Executives' Conference was of the unanimous opinion that in the instances of these non-specific complaints and where the correspondent appears to be writing in good faith, an appropriate reply should be made to the correspondent and the incoming letter should be referred to the field without a check of Bureau files. This, in effect, amounts to the same thing as though the correspondent had written directly to the field office, except that the Bureau will answer the incoming letter.

In order that the field will be apprised of the fact that the Bureau is not checking its files, the Executives' Conference recommended that in the letter of transmittal to the field, the field be informed that these names were not checked through the Bureau's files, and in the event a check is deemed advisable, the field should so request.

It was the opinion of the Executives' Conference that by following the above procedure, these letters would be handled expeditiously and yet carefully.

In the event you approve, this procedure will be put into effect at once.

Respectfully,  
for the Conference

Clyde Tolson

THE DIRECTOR

September 18, 1950

The Executives Conference

PERSONAL IDENTIFICATION FINGERPRINTS  
FOR SCHOOL CHILDREN

ALL INFORMATION CONTAINED  
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DATE 6/2/91 BY SP-5 GJH

The Executives Conference consisting of Messrs. Ladd, Glavin, Rosen, Clegg, Belmont, Mohr, Sizoo, and Tracy, on September 11, 1950, considered the matter of personal identification fingerprints of school children.

The Conference was advised by Mr. Tracy that since prior to World War II no publicity or encouragement had been given in the field of personal identification and particularly with reference to the fingerprinting of school children. Correspondence from the field in the past has been answered to the Special Agent in Charge with instructions to discuss the subject matter with the officials proposing such fingerprinting, pointing out to them the budget limitations and shortage of personnel in the Identification Division of the Bureau to handle fingerprints of this type, that, however, if a decision was reached locally to go through with the fingerprinting of school children, the Bureau would, of course, furnish the necessary fingerprint forms and accept the fingerprints for filing.

Correspondence is now being received by the Identification Division with reference to the fingerprinting of school children during the present emergency, and Mr. Tracy recommended to the Conference that the Bureau continue to follow the same policy as was followed throughout World War II.

The Conference recommended that the Bureau continue to follow the same policy followed during World War II. If the Director approves, there is attached hereto a letter to the Special Agent in Charge in Detroit, Michigan, instructing him to contact Mr. Paul T. Rankin of the Board of Education, Detroit, and discuss the matter with him along the lines indicated above.

Respectfully,  
For the Conference,

Clyde Tolson

Tolson  
Ladd Attachment

Clegg  
Glavin  
Nichols  
Rosen  
Tracy  
Harbo

Mr. Clegg  
Mr. Mohr  
BJS:cdm

Mohr  
Tele. Room  
Nease  
Gandy

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52 SEP 21 1950

4  
0 THE DIRECTOR

9-13-50

Executives Conference

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DATE 6/7/91 BY SP-5 CIP/HZ

The Executives Conference on 9-13-50, with Messrs. Tolson, Ladd, Glavin, Nichols, Rosen, Tracy, Harbo, Tracy, Belmont, Nease, Mohr, Sizoo and Clegg present, unanimously approved the attached memorandum for Inspectors and those assigned to conduct inspections with reference to the evaluation of complaints and instructing that the files be reviewed during inspections to see that sound judgment is exercised; to see that time is not spent unnecessarily on vague and frivolous complaints; and at the same time to see that full weight is given to our responsibility in connection with subversive matters during the review of these files.

Respectfully,  
For the Conference

*KZ*  
Clyde Tolson

Attachment

cc-Mr. Mohr  
Mr. Clegg

HHC:DMC

XXXXXXXXXX

RECORDED - 90

EX-13

66-2554-8066  
21 20 1950

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_

52 SEP 21 1950



THE DIRECTOR

9/13/50

THE EXECUTIVES CONFERENCE

DENVER PD, COOPERATION WITH

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/7/91 BY SP-5 CJP/HZ

The Executives Conference today, Messrs. Tolson, Ladd, Glavin, Harbo, Nichols, Rosen, Tracy, Nease, Belmont, Mohr, Sizoo and Clegg being present, considered the status of the Bureau's relationship with the Denver, Colorado PD.

It will be recalled that in December, 1949, the American Municipal Association adopted a resolution unfriendly to the Bureau with reference particularly to police training policies and indicated the Bureau's policies were handicapping their state programs. Information received indicated that the antagonism was spearheaded by Mayor Devitt of Seattle. The same convention elected Mayor Quigg Newton of Denver as President. Repeated efforts orally and by letter to get the American Municipal Association to furnish specifications documenting their allegation have been fruitless. The Bureau has discontinued accepting students for the National Academy from the Denver PD and also is not providing any instruction for the officers of the Denver PD. SAC Kramer has advised that he explained the reasons for not assisting in the local police schools at Denver and the police chief indicated he understood thoroughly and did not blame the Bureau but desired to be advised as to when the Bureau could resume its cooperative services. Those opposed to this point out that Newton was the President of the American Municipal Association; he had done absolutely nothing to furnish specifications and it is the association of which he is President that is responsible for this adverse action. Those favoring the giving of assistance to the Denver PD pointed out that our relationship with the Denver PD was good; that we received cooperation from that Department and that we should resume giving these training services to the Denver PD.

Those opposed to changing the present policy and not accepting any NA students and not assisting in Denver police schools were Messrs. Tolson, Glavin, Mohr and Rosen.

*I agree I assume we have same policy towards Seattle P.D. designated by the COP.*  
Those favoring accepting representatives in the National Academy and also assisting in their local police schools (although they would be opposed to accepting any student in the FBI NA if nominated by Newton) were Messrs. Tracy, Harbo, Belmont, Ladd, Nichols and Clegg.

EX-16 RECORDED - 127 66-2554-8069

Those favoring assistance in the local police schools for the Denver PD only and not accepting anyone in the National Academy were Messrs. Sizoo and Nease.

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

HHC:FD

CC - Mr. Mohr, Mr. Clegg

Respectfully,  
FOR THE CONFERENCE

C. Tolson

THE DIRECTOR

September 18, 1950

EXECUTIVES' CONFERENCE

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/7/91 BY SP-5 CPH

The Executives' Conference of September 15, 1950, consisting of Messrs. Tolson, Tracy, Harbo, Mohr, Belmont, Rosen, F. H. McIntire for Clegg, Sizoo, Nease, and Glavin discussed the desirability of sending duplicate copies of the Bureau's payroll to one of the inland offices at stated periods, so that a complete list of Bureau personnel will be available in such office in the event the original records in Washington are destroyed through bombing or other catastrophe.

The Conference recommends that a complete copy of the Bureau's payroll be forwarded to the SAC at Omaha quarterly, that he be advised of the purpose of this payroll, and be instructed to maintain it with other personal and confidential matters maintained in the Omaha Division.

The Conference points out that such a step would prevent individuals impersonating Bureau employees in the event of a catastrophe in Washington which would result in the destruction of our employee records.

Should the Director agree with the Conference, the recommendation will be promptly handled.

Respectfully  
For the Conference,

CC: Mr. Mohr  
Mr. Clegg

URG:pan

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
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Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

RECORDED 125

EX-11

SEP 20 1950

52 SEP 21 1950

THE DIRECTOR

September 8, 1950

THE EXECUTIVES CONFERENCE

BUREAU ANNUAL LEAVE POLICIES

ALL INFORMATION CONTAINED  
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DATE 6/7/91 BY SP-5 C/btr

The Executives Conference of September 8, 1950, consisting of Messrs. Tracy, Clegg, Nichols, Belmont, Rosen, Harbo, Nease, Sizoo, and Mohr, considered the Bureau's present annual leave policies.

It was pointed out to the Conference that since September 5, 1945 there have been no restrictions on the amount of annual leave to be granted any employee and it is up to the Special Agents in Charge, the Bureau officials and supervisors, to grant leave for any extended period, depending upon the exigencies of the service. Such a rule permits individual Bureau officials and Special Agents in Charge to grant leave according to exigencies of the service in their particular sections or divisions with the consequent result that extended annual leave for vacation purposes, or otherwise, is not being granted to all employees on a uniform basis. As an example, it is known that in certain divisions it has been the policy of the Special Agents in Charge to grant two weeks of leave, plus travel time, whereas in other divisions there is no limit on the amount of leave being granted to employees. Obviously, such a haphazard procedure is not conducive to good morale.

The Conference was further advised that during May 1940, which preceded World War II, annual leave was cancelled for extended periods of time and Agents in Charge were permitted to grant annual leave in the amount of two days any one time without prior Bureau approval. The granting of annual leave for vacations was resumed beginning January 15, 1942. However, the instructions stated that extended leaves of absence should not be scheduled at any one time. In 1943, the amount of leave to be approved was limited to two weeks of annual leave at one time for an employee for personal convenience, such as visiting members of his family or others who were on furlough from the military service. The restriction was placed in effect that an employee requesting leave in excess of the two week maximum was advised that it would be necessary for him to resign and apply for reinstatement. On April 5, 1944, the rule was promulgated that employees could be granted a two weeks period of annual leave for vacation purposes plus necessary travel time.

The Conference was also advised that the Manual of Rules and Regulations contains instructions that annual leave in excess of two days should not be granted to an employee on probation unless prior Bureau approval is secured.

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

52 SEP 21 1950

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SEP 20 1950

EX - 14

34

*AND CLAVIN Tolson*

*James H*  
Mr. Mohr recommended that instructions be issued immediately advising Bureau officials, supervisors, and Special Agents in Charge that hereafter annual leave for vacation purposes, or otherwise, shall be restricted to two weeks, plus travel time, except in extreme emergencies. Where an extreme emergency is involved the problem shall be submitted to the Bureau for prior approval before the granting of any leave in excess of the two weeks plus travel time.

The remainder of the Conference recommended the restriction of two weeks, plus travel time, but that the granting of annual leave in emergencies be left up to the Bureau official or supervisor or the Special Agent in Charge and that no requirement that prior Bureau approval be secured be imposed upon the granting of extended periods of annual leave.

*OK*  
The Conference was unanimous in recommending that an SAC Letter go forward to the field containing the appropriate instructions concerning the restriction of annual leave and that this letter also reiterate the previous rule that employees on probation are not to be granted leaves of absence in excess of two days without prior Bureau approval. Pending approval of the Director, an appropriate SAC Letter will be prepared setting forth the Bureau's leave policy which shall be in effect at the present time.

Respectfully,  
FOR THE CONFERENCE

*Clyde Tolson*

cc - Mr. Clegg  
Mr. Mohr

JPH:pc



THE DIRECTOR

September 14, 1950

THE EXECUTIVES CONFERENCE

ALL INFORMATION CONTAINED

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DATE 6/6/51 BY SP-5 C/BH

The Executives Conference, consisting of Messrs. Tolson, Ladd, Tracy, F. H. McIntire for Clegg, Glavin, Nichols, Belmont, Harbo for Rosen, Harbo, Nease, Sizoo, and Mohr, considered the matter concerning overtime in various sections of the Bureau at the present time which is being handled on a voluntary basis.

The Conference was advised that certain employees in the Identification Division's Technical Section, Assembly, and Typing Section were working on a six day overtime week on a voluntary basis. They were further informed that the same procedure was in existence in the Files Section of the Records and Communication Division. The Conference was informed that the volunteers for such overtime duty were not permitted to indiscriminately select the Saturdays on which they desired to work, but the volunteers were accepted on a permanent basis in that having volunteered for such work they must continue it until such overtime work is discontinued. The Conference also considered the desirability of making such overtime work mandatory in the sections where it is being done, or whether it should be continued on a voluntary basis as in the past.

#### IDENTIFICATION DIVISION

In the Identification Division it was determined that 452 employees worked on the first overtime Saturday on August 26, 1950; 498 worked on September 2; and 630 worked on September 9. As of September 9, 470 employees worked in the Technical Section out of 754 employees assigned to that section; 135 employees worked in the Typing Section out of 279 assigned to that section; 24 employees worked in the Assembly Section out of 102. A total of 629 employees worked out of 1,135 assigned to the three sections indicated.

There are no employees working in the Identification Division on the staggered five day work week, that is some working Monday through Friday and others, on a voluntary basis, working Tuesday through Saturday. Such work shift was discontinued when overtime on Saturday was instituted in the Identification Division. Mr. Tracy pointed out that the major delinquency in the Identification Division existed in the Technical Section. However, with that section working on Saturday, the flow of work was to the Assembly Section and the Typing Section. Only a small percentage goes to the Assembly Section, of course, with the majority of it being handled in the Typing Section for final disposition in the Bureau. Mr. Tracy stated that it would be undesirable and unnecessary to have any additional employees

Tolson  
Ladd  
Clegg  
Glavin  
Nichols  
Rosen  
Tracy  
Harbo  
Belmont  
Mohr  
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Nease  
Gandy

JPL:pc

52 SEP 21 1950

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EX - 83

66-2554-8070  
SEP 20 1950

work overtime on Saturdays in the Assembly Section and that, as a matter of fact, more employees had volunteered for overtime work on Saturday in the Assembly Section than was now being utilized. Mr. Tracy further pointed out that he felt that with three more Saturdays overtime work the Identification Division Technical Section should have its work in a current status unless there is an unusual rise in the receipt of work in the Identification Division.

The Conference unanimously recommended that in view of the situation described by Mr. Tracy and the situation as it exists in the Identification Division that the program of continuing overtime in that division on a voluntary basis be continued as in the past.

#### FILES SECTION

It was pointed out to the Conference that 1,051 employees of the Files Section, out of 1,196 assigned, have volunteered for overtime duty on Saturdays. Ten percent of the employees, will not be working every Saturday since approximately that number are on annual leave for extended periods; in other words if an employee has two weeks of annual leave approved, plus travel time, they will miss two Saturdays, so that the average number working per Saturday will run between 900 and 950. Seventy two employees in the Files Section have indicated they would like to work on Saturday in order to obtain the extra pay but because of personal situations at home they would be unable to work the six day week. Only 19 employees in the Records Section have a non-desire to work the six day overtime week without giving any reason therefor. It will be seen, therefor, that a very high percentage of the employees in the Files Section are now volunteering for overtime work. The percentage actually working range between 90 and 95 each Saturday of the total employees assigned to the Files Section.

RECOMMENDATION: The Conference unanimously recommended no change in the present policy in effect in the Files Section and recommended a continuation of the present voluntary overtime policy in effect.

#### ADMINISTRATIVE DIVISION - PERSONNEL UNIT

Mr. Glavin advised the Conference that in view of the extensive applicant recruiting work being done in the Personnel Unit of his division he was desirous of instituting a six day week in certain sections of the Personnel Unit commencing with Saturday, September 16, 1950. Mr. Glavin stated he felt that a total of 58 employees should be placed on the overtime basis. They are as follows:

8 in the Applicant Correspondence Section  
26 in the Applicant Briefing Section  
24 in the Personnel Action Section

These three sections are instrumental in the processing of applicant material in the Personnel Unit. It should be noted that eight out of nine employees volunteered in the Applicant Correspondence Section; 26 out of 26 from the Applicant Briefing Section; and 24 out of 26 from the Personnel Action Section.

RECOMMENDATION: The Conference unanimously recommended that overtime be approved for the employees in the Applicant Correspondence, the Applicant Briefing, and the Personnel Action sections of the Administrative Division, commencing Saturday, September 16, 1950, on a voluntary basis with the number working as indicated.

The Conference unanimously recommended that no employees other than in the sections or units in which overtime has been approved be permitted to work the six day overtime work week. This will mean that stenographic and secretarial employees in the front offices of the various divisions having the six day week will not be included in the program of overtime.

In the event the Director agrees with the recommendations of the Conference, overtime work will be continued in the Technical, Assembly, and Typing Sections of the Identification Division, as well as the Files Section of the Records and Communication Division on a voluntary basis heretofore. Also overtime on a voluntary basis will be permitted in the Applicant Correspondence, Applicant Briefing, and Personnel Action Sections of the Administrative Division, commencing Saturday, September 16, 1950.

Respectfully,  
FOR THE CONFERENCE

Glyde Tolson

cc - Mr. Mohr  
Mr. Clegg

I agree but if we note  
a tapering off of volunteers  
I want to know as com-  
pulsory overtime will  
then have to be ordered  
- 3 -

The Director

September 14, 1950

The Executives Conference

The Executives Conference consisting of Messrs. Tolson, Glavin, Tracy, Parsons, Mohr, Ladd, Belmont, Rosen, McIntire and Nichols considered the suggestion of the Records Section that the Bureau adopt the practice followed in World War II of marking each door in space allocated to the Bureau.

The doors to Bureau space under past requirements are to be locked when the room is unattended. The marking of the doors, however, would be an aid to the Files Section employees and would insure against erroneously entering the wrong office. Likewise, it would be an aid to the security patrol in their checking of Bureau space at night for unlocked doors.

The Conference was unanimous in recommending that this practice be resumed.

Respectfully,  
For the Conference

Clyde Tolson

CC: Mr. Mohr

CC: Mr. Clegg

LAN:mb

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DATE 6/2/91 BY SP-5 CIB/

EX. - 83

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66-2554-8071  
SEP 20 1950

52 SEP 21 1950



THE DIRECTOR

9-13-50

Executive Conference

The Executive Conference on 9-13-50, with Messrs. Tolson, Ladd, Glavin, Nichols, Rosen, Tracy, Harbo, Belmont, Mohr, Sizoo, Nease and Clegg present, considered the suggestion submitted by Chief of Police Joseph T. Carroll of Lincoln, Nebraska, that the Bureau reinstitute FBI Quarterly Conferences. Chief Carroll will be in attendance at the Bureau on Monday, September 18, 1950, at a meeting of the IACP Police Training Committee, of which he is a member.

The Conference recommended that Chief Carroll be informed that we were now operating Annual Police Conferences and that they would be increased in number and frequency as conditions and facts warranted. It was also recommended that the attached letter to 10 representative SAC's be forwarded in order to ascertain their present reaction to the suggestion.

Respectfully,  
For the Conference

Clyde Tolson

Attachment

cc-Mr. Mohr  
Mr. Clegg

EX - 83

RECORDED - 123

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DATE 6/7/91 BY SP-5 CJP/mjc

66-2554-8022

SEP 20 1950

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HHC:DLG

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Sizoo \_\_\_\_\_  
Nease \_\_\_\_\_  
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52 SEP 21 1950

THE DIRECTOR

9-11-50

Executives Conference

On 9-8-50, the Executives Conference, with Messrs. Tracy, Rosen, Sizoo, Belmont, Mohr, Nichols, Harbo and Clegg present, considered the suggestion of the Los Angeles Office that in the future in acknowledging applications for attendance at the FBI National Academy these acknowledgements be by individually typed letters rather than by form letter. There is attached a copy of the form letter which has been used in most instances heretofore. SAC Hood indicated that police executives had expressed disappointment at not receiving personal letters acknowledging applications.

The Conference recommended unanimously favorably.

Respectfully,  
For the Conference

Clyde Tolson

Attachment

cc-Mr. Mohr  
Mr. Clegg

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 1/7/91 BY SP-5 CJP/MT

RECORDED - 82

EX-13

66-2554-8073

SEP 20 1950

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

HHC:DMC

54 SEP 22 1950

The Director

August 14, 1950

The Executives Conference

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/7/91 BY SP-5 BJS/STP

The Executives Conference of August 1, 1950, consisting of Messrs. Tracy, Harbo, Mohr, Ladd, Rosen, Nichols, Clegg, Belmont, Carlson, Nease and Glavin, was advised that at the present time, under Department of Justice regulations, employees in permanent positions of the FBI leaving to enter the military service are separated from the service. However, information concerning the separation reflects definitely that separation was made for military service.

The Conference was advised that under existing Department of Justice regulations, any employee entering the armed service is separated and not placed on military leave without pay basis, and the personnel action reflecting his separation indicates that the separation was for military service. The Department of Justice has no time limit as to when the employee would have to actually enter the armed services after leaving his civilian position. The separation for military service, as is done under Department regulations at this time, protects the re-employment rights of the employee.

It was further pointed out to the Conference that during this emergency, the same as during the last war, there is no set procedure or policy established by the Government as to how soon after an employee of the Government ceases active duty he must enter the military service in order to protect his employment rights.

The Conference was advised that during the last war on many occasions, employees would be called up for military service, they would cease active duty and they would not be inducted for a period of two to three weeks or longer, the Selective Service Boards utilizing these employees to fill monthly calls. Further, some employees, upon being advised by the draft boards that they were to be called within a reasonable period of time, requested permission to cease active duty so that they could return home for short visits with their families before entering the military service.

EX-13

RECORDED - 84

66-2554-8074

Tolson  
Ladd  
Clegg  
Glavin  
Nichols  
Rosen  
Tracy  
Harbo  
Mohr  
Tele. Rm.  
Nease  
Gandy

The Conference was advised that the Director had approved a reasonable policy in this regard which permitted employees leaving the service to enter the military service to have short visits with their families before actually entering on military duty. It was pointed out that the employees were allowed a period of two weeks after separation from the service to enter on active military service or in the event annual leave accrued to the employee was in excess of two weeks, the employee was allowed the period of time his annual leave ran in order to join the military service. We then requested proof of call and entry into the military service.

54 SEP 22 1950  
Mr. H. H. Clegg  
Mohr  
NRG:VH


Memorandum for the Director

It was pointed out that the same problems may exist during the present emergency and it was recommended to the Conference by Glavin that the same policy followed by the Bureau in the past war be continued in this emergency; that employees leaving to enter the military service be separated from the Bureau's rolls in accordance with the Departmental policy, but that they be advised that it is expected that they will furnish proof of entry into the military service within a period of two weeks if they do not have accrued leave in excess of that period of time and, if leave has accrued in excess of that period, that they furnish proof of entry into the military service no later than the expiration of the accrued leave period.

The Conference was in agreement that this policy be continued during the present emergency.

Should the Director agree, separations from the service for military service will be handled in this manner.

Respectfully,  
For the Conference

  
Clyde Tolson



THE DIRECTOR

9-11-50

EXECUTIVES CONFERENCE

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
EXCEPT WHERE SHOWN  
OTHERWISE

~~CONFIDENTIAL~~

The Executives Conference on 9-8-50, with Messrs. Tracy, Rosen, Sizoo, Belmont, Mohr, Nichols, Harbo and Clegg present, considered the suggestion of the [redacted] that, since the [redacted] and there are 14 Special Employees and 10 male clerks of the [redacted] these 24 employees be given minimum instruction in safety fundamentals and the handling of revolvers, such instruction to be given by firearms experts of the [redacted] b7E

In support of this suggestion, he points out that War Plan VB states that Special Agents shall be armed at all times and armed Agents shall be present in the office at all times or appropriate arrangements made to afford Bureau property adequate protection. It was felt that the training of the Special Employees and male clerks would contribute to the added security of the office, particularly in view of [redacted]

[redacted] requested that, if this suggestion was approved, additional firearms (pistols) be furnished for these employees. (4)

The Conference unanimously recommended unfavorably. Firearms Training has been provided for Special Employees only when they are working at radio stations located outside the regular Field Office space. The Conference was opposed to further extending this requirement or privilege due to the fact that these clerical employees in Grades 5 to 7 would many times not be possessed of adequate judgment as to when to shoot and when not to shoot and more potential harm would come from the suggestion than benefit. If approved, SAC O'Connor is being advised accordingly.

Respectfully,  
For the Conference

Clyde Tolson

4/7/91  
Classified by SP5C/bm  
Declassify on: OADR

RECORDED - 43

EX-13

66-2554-8078

Tolson  
Ladd  
Clegg  
Glavin  
Nichols  
Rosen  
Tracy  
Harbo  
Belmont  
Mohr  
Tele. Room  
Nease  
Gandy

Attachment

cc-Mr. Mohr  
Mr. Clegg

52 SEP 21 1950

WIC:DLG

THE DIRECTOR

9/13/50

EXECUTIVES' CONFERENCE

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/7/91 BY SP-5 CJP/BJ

The Executive Conference of 9/15/50, consisting of Messrs. Tolson, Tracy, Harbo, Mohr, Belmont, Rosen, F. H. McIntire for Clegg, Sizoo, Nease, and Glavin considered a memorandum received from Deputy Attorney General Peyton Ford concerning S. 4062, a Bill to provide for the common defense by establishing a universal training program. Ford, in his memorandum, points out that the Bureau of the Budget has asked for the views of the Department of Justice upon the desirability of expanding the program contemplated in the Bill to provide opportunities for training young men for service contributing to the national security, but in capacities other than as members of the armed forces, e.g., as trainees of the bureaus and offices of the Department of Justice, among others. Ford states that if this is desirable, the further question is whether it would be advisable to identify such non-military programs more clearly in the Bill. He requests the Director's views in connection with this particular matter.

The Conference is of the unanimous opinion that the Bureau should not participate in such a program, pointing out that such a program would give temporary employment to individuals in various defense departments for a limited period of time, and it would necessitate much investigative work investigating such temporary employees who could not be depended upon to continue as employees on a career basis.

The Conference feels that such a program for the Bureau would not be at all desirable and recommends that Mr. Ford be so advised. A memorandum to this effect is attached hereto.

Respectfully  
For the Conference,

RECORDED - 90

Glyde Tolson

EX-13

Attachment

CC: Mr. Mohr

Mr. Clegg

SEP 21 1950

Tolson  
Ladd  
Clegg  
Glavin  
Nichols  
Rosen  
Tracy  
Harbo  
Mohr  
Belmont  
Shr  
Tele. Room  
Nease  
Gandy

THE DIRECTOR

9-13-50

*4*  
EXECUTIVES CONFERENCE

The Executives Conference on 9-13-50, with Messrs. Tolson, Ladd, Glavin, Harbo, Nichols, Rosen, Tracy, Belmont, Mohr, Sizoo, Nease and Clegg present, considered the problem of assigning cases by the Detroit Office to the Detroit, Michigan, Police Department and the Kalamazoo, Michigan, Police Department. Attached is a summary of our relationship, together with the comments of SAC O'Connor, who recommended favorably that cases be assigned to both departments.

*I agree*  
2/ Concerning the Detroit, Michigan, Police Department, Mr. Tolson, on the basis of adverse information concerning George F. Boos, the Commissioner of Police in Detroit, recommended unfavorably.

All other members of the Conference recommended favorably due to our current relationship with Boos and his subordinates in the department and due to the size of the department.

Concerning the Kalamazoo, Michigan, Police Department, Messrs. Nichols and Clegg recommended favorably. All other members of the Conference recommended unfavorably.

Respectfully,  
For the Conference

*I agree with majority*  
Clyde Tolson

Attachment

cc-Mr. Mohr  
Mr. Clegg

EX - 83

RECORDED - 123

SEP 21 1950

6

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

*HHG:DLG*  
52 SEP 21 1950

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/7/91 BY SP-rci/bm

*166-2554-8077*

The Director

September 14, 1950

The Executives Conference

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED

DATE 6/25/81 BY SP-5C/bm

The Executives Conference of September 14, 1950, consisting of Messrs. Tolson, Ladd, Tracy, Harbo, Mohr, Belmont, Nichols, McIntire for Clegg, Sizoo, Hargett for Rosen, Nease and Glavin, were advised by Glavin in connection with the accelerated Special Agent recruitment program brought about by the change in qualifications, as well as by the need for additional Agents at this time, that the handling of applicants is slowed down materially through the utilization of the fictitious interview and subsequent dictation thereof by the applicant. The Conference was advised that a communication had been received from the SAC in New York which stated that the increased number of applicants for Special Agent and Special Agent Employee positions would be materially speeded up if fictitious interviews were eliminated.

Glavin pointed out to the Conference that in view of the large number of applicants, primarily Bureau employees at the Seat of Government, being recommended for consideration for appointment to the position of Special Agent or Special Agent Employee, arrangements are being made to interview and examine these employees on Saturday of each week. We already have approximately 60 Special Agent applicants set up for interview and examination on this Saturday, September 16. In the event it is necessary to have fictitious interviews held in connection with these applicants, it would be necessary to have an additional group of Special Agents available to conduct the interviews and it would be necessary to have a large number of stenographers available to take the dictation from the applicants and subsequently transcribe it.

Glavin pointed out to the Conference that the Special Agent applicants will be assembled in one of the big school rooms in the Department of Justice Building; that he, Glavin, will talk to all of them collectively, giving a brief outline of the history of the Bureau, the responsibilities of Agents of the Bureau and the duties which all Special Agents are expected to perform. He will also go into the travel requirements for the position and physical requirements. Immediately thereafter, examination papers will be distributed to the applicants. They will be monitored by a Special Agent supervisor of the Administrative Division and they will be called out during the period of the examination at predetermined times for personal interviews with other Special Agent supervisors of the Administrative Division.

Tolson  
Ladd  
Clegg  
Glavin  
Nichols  
Rosen  
Tracy  
Harbo  
Mohr  
Tele. Room  
Nease  
Gandy

CC: Mr. H. H. RECORDS - 29  
Mr. Mohr

SEP 21 1950

URG: VH  
152 SEP 21 1950

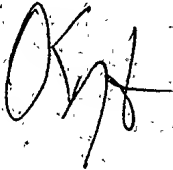


Memorandum for the Director

The Conference recommended that in view of the large numbers of Special Agent applicants who will necessarily be interviewed under our current recruitment program, that the fictitious interview and subsequent dictation thereof by the applicant be discontinued.

Should the Director agree, interviewing officials will be appropriately notified.

Respectfully,  
For the Conference



Glyde Tolson

O (mcw)

P  
Y

TO : THE DIRECTOR

DATE: 9/13/50

FROM :

SUBJECT:

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/7/91 BY *sg-sc/pmj*

On Monday, September 18, 1950, there will be a meeting at the Bureau of the Police Training Committee of the IACP. While in the Department of Justice Building, they will be assembled in Mr. Clegg's office, unless otherwise indicated on the attached schedule. Those to be present are:

Commissioner Clifford E. Peterson of the California Highway Patrol

Chief of Police Joseph T. Carroll, Lincoln Nebraska

Chief of Police Jeremiah O'Connell, St. Louis, Missouri

Superintendent Charles W. Woodson, Virginia State Police

Colonel Charles H. Schoeffel, Superintendent of State Police, Trenton, New Jersey.

A tentative schedule for this one-day program was presented to the members of the Executives Conference and unanimously approved as attached.

In the event the Director finds time to shake hands with the members of this group, arrangements will be made for them to be at the Director's Office at any time convenient to him. Photographs will be taken of this group while they are in Washington.

Attachment

HHC:DMG

*RZL*

*Y*

EX - 83

RECORDED - 123

166-2557-8079  
SEP 21 1950

52 SEP 21 1950

THE DIRECTOR

September 18, 1950

EXECUTIVES' CONFERENCE

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 4/7/91 BY SP-5ci/bmp

The Executives' Conference of September 15, 1950, consisting of Messrs. Tolson, Tracy, Harbo, Mohr, Belmont, Rosen, F. H. McIntire for Clegg, Sizoo, Nease and Glavin considered a communication received from the SAC at Miami, wherein he suggests that the Bureau's Cartographic Section prepare certain murals for the lobby of the Miami Office.

SAC Mason at Miami states that the Cartographic Section prepared a fine montage presentation for the lobby of the Savannah Office, and SAC Mason felt that it would be a great asset for the Miami Office if the Bureau could arrange for the Cartographic Section to dress up the Miami lobby.

The Conference is of the opinion that such murals or montages are unnecessary and recommends they not be prepared at this time, it being pointed out that the staff of the Cartographic Section is extremely busy at the present time on a number of projects of much higher priority than the Miami project would be.

Should the Director agree with the Conference, it is recommended that the attached communication go forward to the SAC at Miami.

Respectfully  
For the Conference,

EX - 83 Clyde Tolson

Attachment

CC: Mr. Mohr  
Mr. Clegg

RECORDED - 123

SEP 21 1950

WRC:pan

52 SEP 21 1950

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

The Director

September 15, 1950

The Executives Conference

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/7/92 BY SP-SC/BK

The Executives Conference of September 11, 1950, consisting of Messrs. Ladd, Mohr, Clegg, Sizoo, Tracy, Harbo, Rosen, Belmont, McGuire for Nichols and Glavin, considered a request submitted by the SAC at Portland that certain types of ammunition be furnished to the Portland Office to be held for emergency purposes and used in privately owned weapons of Agents assigned to the Portland Division in case of emergency.

The SAC at Portland pointed out that certain of the male employees at Portland have available for use in an emergency personally owned firearms which could be used in the event Bureau owned firearms were to be damaged, destroyed or otherwise unavailable. He felt that a limited amount of ammunition should be available to fit these weapons. The weapons include the .380 automatic pistol, the 9 MM Luger, the .30-06, .30-30, .35 and the .30-40 rifle, all of these rifles being of the high velocity type rifle.

The Conference was of the definite opinion that Bureau funds should not be expended for the purchase of ammunition for these guns. There is no way of knowing where the owners of these weapons will be in case of emergency and it appears very undesirable to purchase ammunition with Government funds for privately owned weapons and deliver this ammunition into the hands of the owners of the weapons for the purpose of being utilized in case of emergency at a later date.

Should the Director agree with the Conference, the attached communication should go forward to Portland.

Respectfully,  
For the Conference

Clyde Tolson

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

CC: Mr. H. H. Clegg  
Mr. Mohr

NRG: VH

Attachment

EX - 83

RECORDED - 123

52 SEP 21 1950

166-2554-8081  
SEP 21 1950  
12



The Director

September 15, 1950

The Executives Conference

ALL INFORMATION CONTAINED

HEREIN IS UNCLASSIFIED

DATE 6/2/91 BY SP-5 CIP/K

The Executives Conference of September 11, 1950, consisting of Messrs. Ladd, Mohr, Clegg, Sizoo, Tracy, Harbo, Rosen, Belmont, McGuire for Nichols and Glavin, considered a recommendation made by Mr. A. E. Leonard, Crime Statistics Section, that the Bureau approve the standardization and modernization of the IBM equipment in the Statistical Section.

Mr. Leonard pointed out that the IBM equipment utilized by the Bureau at the present time costs approximately \$62,000 per annum for rentals; that the new type of equipment would rent at a total cost of \$88,000 per year, Leonard pointing out that the old equipment is being replaced by the International Business Machines organization and it would be necessary for us to secure new equipment in the near future, even though a change-over in equipment is not made at this time.

Mr. Leonard pointed out that there will be tremendous advantages to having the complete change effected at the earliest future possible date; that he would be able to more expeditiously handle the work in connection with the Security Index projects. The new equipment would facilitate keeping such indices on a current basis, and would speed up tremendously the preparation of any necessary lists and, incidentally, would provide much more information on the lists than at the present without any loss of time. He further pointed out that with the new tabulating machines, there would be a considerable savings in personnel and other costs, since the new machines do not need the more or less constant attention of operators as do the present machines.

He further points out that there are many other advantages to be gained from the use of this modern equipment, such as the speed with which they will be able to process source data and get out final reports. It will be helpful to the Budget and Accounting Section of the Administrative Division. Likewise, reports now necessarily incomplete or arranged in an undesirable form due to limitations of present equipment can in most instances be prepared complete and in the form desired with the use of the new equipment. He points out that this undoubtedly will eliminate in a number of instances the copying of information, prepared in the Statistical Section, by other units. He would also be able to take on additional work if the occasion arises without the necessity of ordering additional equipment. He points out that all of our machines at the present time are being used to practical capacity and the institution of any new project of any size at all would necessitate the rental of additional equipment.

To: Ladd  
Clegg  
Glavin  
Nichols  
Rosen  
Tracy  
Harbo  
Mohr  
Tele. Room  
Nease  
Gandy

CC: Mr. H. H. Clegg

Mr. Mohr

SEP 21 1950

RECORDED 90 SEP 21 1950

ERG:VH

EX-13


62-2554-8082

Memorandum for the Director

Mr. Harbo reviewed Mr. Leonard's recommendations and felt that it would be to the advantage of the Bureau to make the change-over in equipment in the Statistical Section at this time.

The Conference recommends that this change-over be made at the present time. Should the Director agree, the appropriate instructions will go forward to Mr. Leonard in this connection.

Respectfully,  
For the Conference

  
Clyde Tolson

THE DIRECTOR

9/15/50

EXECUTIVES CONFERENCE

POLICE TRAINING SCHOOL  
DELAWARE STATE POLICE  
WILMINGTON, DELAWARE

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/7/91 BY SP-5 C/bm

The Executives Conference on 9/15/50, consisting of Messrs. Tolson, Glavin, Tracy, Harbo, Mohr, Belmont, Ladd, Rosen, Sizoo, McGuire, Nease and F. H. McIntire, considered the information furnished by SAC Carson, Baltimore, relative to the above matter.

b6  
b7C

Sergeant [redacted] Delaware State Police, contacted the Baltimore Office to determine whether or not they would assist in civil defense training. He was advised that the Bureau could not participate in this training. He then requested the Baltimore Office to furnish training to Delaware State Police officers who will be designated to teach civil defense schools. He requested that a one or two-hour course on "Teaching Methods" and a one-hour course on "Disarming and the Use of the Riot Stick" be given to members of the Delaware State Police by the Bureau. The entire school would be a 14-hour school, but the Bureau was requested to handle only 2 or 3 hours of lectures. Mr. Carson states that since we do not teach civil defense, he personally sees no good reason why we should conduct a school to teach local officers how to act as instructors in such a school.

Messrs. Tolson, Harbo, Belmont, Rosen, McGuire and Nease were opposed to the Bureau's participation in this school since they feel that NA Graduates in the Delaware State Police could handle this training. They feel that it is somewhat of a subterfuge to get the FBI to assist in civil defense training. Mr. Belmont feels that the subjects requested are not necessarily police training subjects. Messrs. Glavin, Tracy, Mohr, Ladd, Sizoo and McIntire were in favor of assisting the Delaware State Police in this training since it is a legitimate request from a duly constituted law enforcement agency for assistance in affording police training. They do not feel that the FBI would be participating in civil defense training by assisting in this school, and feel that the subjects requested are subjects which are normally requested of the Bureau in various police training schools throughout the country.

In view of the lack of a majority either for or against this training, the letter to the Baltimore Office will be held in abeyance pending your decision.

RECORDED - 107

Respectfully,

For the Conference

EX - 97 SEP 21 1950

Clyde Tolson

Tolson  
Ladd  
Clegg  
Glavin  
Nichols  
Rosen  
Tracy  
Harbo  
Belmont  
Mohr  
Tele. Room  
Nease  
Gandy

52 SEP 21 1950

FHMc:agh

The Director

September 11, 1950

The Executives Conference

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/7/91 BY SP-5 CIB/HF

The Executives Conference of September 6, 1950, consisting of Messrs. Tolson, Mohr, Ladd, Nease, Clegg, Nichols, Rosen, Belmont, Harbo, Tracy and Glavin, was advised by Glavin that a recent survey and review of the Bureau's budget and accounting procedures was conducted by representatives of the General Accounting Office, the Bureau of the Budget, and a representative of the FBI; that in the report submitted by the Survey Committee it was pointed out that the Bureau does not maintain a cost finding system whereby unit costs could be established for each type or even each class of investigation, it being pointed out that the Bureau asserted such a system could be instituted, but only at a substantial increase in the cost of administrative operation, and that this additional cost would be clearly out of proportion to the value received.

The Conference was further advised that the Director had commented to the effect that the subject of a cost finding system should be considered again as to whether we should establish some such procedure.

It was pointed out to the members of the Executives Conference that representatives of the Bureau of the Budget for many years past have endeavored to secure information from the Bureau as to what each type of case costs so that the Bureau of the Budget could determine the appropriations which should be made available for the Bureau for investigative coverage.

The Conference was further advised that the Bureau had pointed out to representatives of the Bureau of the Budget that such a cost accounting system would cost more than the benefits received since it would be necessary to keep detailed compilations of the amount of time spent on various types of investigations not only in the field, but also at the Seat of Government, to arrive at factual figures covering such investigations.

It was further pointed out to the Conference that we had conducted one cost survey in connection with ECA applicants, which covered 500 cases and, in that way, a basic figure as to the cost per investigation of the ECA applicants was secured. In the complete discussion of this matter, the Conference realized that a full cost accounting system, such as mentioned by representatives of the Bureau of the Budget, would be a tremendous undertaking and would be most costly, particularly at the present time. The Conference does recognize the desirability, however, of giving consideration to establishing costs.

Tolson  
Ladd  
Clegg  
Glavin  
Nichols  
Rosen  
Tracy  
Harbo  
Mohr  
Tele. Room  
Nease  
Gandy

CC: Mr. H. H. Clegg  
Mr. Mohr

RECORDED - 107  
EX - 91  
SEP 21 1950

SEP 21 1950




Memorandum for the Director

of particular types of investigations and feels that a selective class of cases could be utilized in making such a cost survey.

The Conference points out that it would be particularly difficult in the internal security field since major internal security investigations are not closed at any specific time, but are continuing investigations, some running months and some perhaps years. It feels, however, that actual case load costs could be secured on such investigations as bank robbery, civil rights, antitrust and like cases.

The Conference, therefore, recommends that instructions go forward to the field to the effect that cost figures be maintained for a period of three months on an internal security case investigation, the investigation to be designated by the Security Division, and that cost figures be maintained on the next ten bank robbery cases, the next civil rights case, and the next five antitrust cases, to determine whether the maintenance of such cost figures is worthwhile. Should the Director agree, the necessary steps will be taken by the Administrative Division to advise the field concerning these matters.

Respectfully,  
For the Conference

  
Clyde Tolson

THE DIRECTOR

9/17/50

○ EXECUTIVES CONFERENCE

✱ ASSIGNMENT OF INVESTIGATIVE WORK TO POLICE  
✱ POLICE INTERNAL SECURITY SQUADS  
LOUISVILLE DIVISION

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/17/91 BY SP-5 CIB/MP

The Executives Conference on 9/15/50, consisting of Messrs. Tolson, Glavin, Tracy, Harbo, Mohr, Belmont, Ladd, Rosen, Sizoo, McGuire, Nease and F. H. McIntire, considered:

1. The suggestion of the Louisville Division that each Resident Agency in the Louisville Division be authorized to directly assign cases to the Bureau-approved police agencies in the Resident Agency territory. The Louisville Division feels that such a procedure would bring about more complete investigations and would enable closer supervision since Resident Agents would be in frequent personal contact with the men to whom the cases were assigned. The Louisville Office states that if such a procedure were adopted, the Louisville Office could maintain current supervisory control over the assignments.

The Conference was unanimously opposed to such a procedure.

2. The suggestion of Special Agent Frank J. Holmes of the Training and Inspection Division that in assigning cases to police agencies which are located in Resident Agency territories, the office designate one copy of their letter of assignment to the Resident Agent covering this particular territory for his information. Mr. Holmes pointed out that in this way the Resident Agent would be informed of the various assignments made to police agencies within his territory which would permit his responding to inquiries made by representatives of the agencies to which cases are assigned.

The Conference was unanimously in favor of designating a copy of each letter assigning a case to a police agency to the Resident Agent covering that particular territory.

If you concur, there is attached a letter to the Louisville Division advising that authority is not being granted to have Resident Agents assign cases directly to law enforcement agencies. There is also attached an appropriate SAC Letter instructing that copies of letters assigning cases to police agencies be furnished to the Resident Agent covering that territory.

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

cc: Mr. Clegg  
Mr. Mohr

Attachments

INDEXED - 93

RECORDED - 93

Respectfully,  
For the Conference

Glyde Tolson

52 SEP 22 1950

THE DIRECTOR

9/18/50

EXECUTIVES CONFERENCE

ASSIGNMENT OF INVESTIGATIVE WORK TO POLICE  
POLICE INTERNAL SECURITY SQUADS  
BIRMINGHAM DIVISION

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/7/91 BY sp-5ci/pmr

The Executives Conference on 9/18/50, consisting of Messrs. Tolson, Callahan, Tracy, Harbo, Mohr, Belmont, Ladd, Rosen, Sizoo and T. H. McIntire, considered the recommendation of SAC King, Birmingham, relative to the assignment of cases to Police Internal Security Squads in the Birmingham Division.

SAC King, Birmingham, points out that there is a city ordinance making it a violation for a Communist to be in the City of Birmingham, and that there is another city ordinance requiring members of the Communist Party to register with the Police Department in the City of Bessemer, Alabama. He points out that the assignment of security type cases to these police departments, although he feels he can control the actions of the Chiefs of Police, might result in arrests of Communists if their investigations showed the subjects to be members of the Communist Party. He recommended that he contact the Chiefs of Police of these two cities prior to assigning any security type cases to them to determine how these cases would be handled.

The Conference unanimously recommended that no security type cases be assigned to the Birmingham or Bessemer Police Departments, and that they be asked only to handle criminal type investigations.

If you concur with the Conference, there is attached an appropriate letter so advising SAC King, Birmingham.

Respectfully,  
For the Conference

Clyde Tolson

Attachment

cc: Mr. Glegg  
Mr. Mohr

RECORDED - 93

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

FHM: dgh

SEP 21 1950

12

INDEXED - 93

SEP 22 1950

THE DIRECTOR

August 25, 1950

THE EXECUTIVES' CONFERENCE

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/2/91 BY SP-5/SL

**SCREENING OF SUSPECTED SUBVERSIVES ON  
UNITED STATES MERCHANT VESSELS AND AT  
PORT FACILITIES**

On August 23, 1950, the Executives' Conference was advised, in connection with the present program of name checks for the Coast Guard, that it was felt that where derogatory information was furnished to the Coast Guard, the appropriate field division should be advised of the information furnished to the Coast Guard in order that the field office could institute appropriate investigation in those cases where the subject had not already been investigated by the Bureau. In addition, it was felt that the field division should be aware of the extent of the information furnished to the Coast Guard.

Due to the volume of name checks being handled, it was felt that the information sent to the field offices should be in the form of a copy of the memorandum prepared for the Coast Guard. In this manner the field can be notified rapidly without holding up the name check program or bogging down the Internal Security Section with separate file reviews. Under this system the Field Offices will not be informed of everything contained in the Bureau's files. However, it will be highly effective, inasmuch as it will put the field on notice to follow the activities of individuals on whom derogatory information has been furnished to the Coast Guard.

In order to accomplish this program without delay and to simplify the procedure, the attached form was drawn up by the Security Division to notify the Field Offices. A copy of the memorandum to the Coast Guard will accompany this form to the Field Office.

After considering the pros and cons of this method, the Executives' Conference, consisting of Messrs. Ladd, Sizoo, Hargett, F. H. McIntire, Mohr, Parsons, Tracy, Glavin, Nease, Nichols and Belmont unanimously recommended that this form be utilized and the procedure described above be followed.

If it meets with your approval, this procedure will be placed into effect at once.

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

RECORDED - 119  
For the Conference

Clyde Tolson

EX-89

Mr. H. H. Clegg  
SEP 22 1950

Attachment



THE DIRECTOR

September 1, 1950

THE EXECUTIVES' CONFERENCE

PROPOSED FORM LETTERS TO BE UTILIZED IN HANDLING  
BUREAU CORRESPONDENCE

At the Executives Conference, August 31, 1950, Messrs. Ladd, Glavin, Harbo, Tracy, Mohr, Rosen, Sizoo, F. H. McIntire, Nease, Nichols and Belmont in attendance, the Executives' Conference was advised that in view of the Korean situation there has been a great increase in the volume of correspondence being received by the Internal Security Section of the Security Division. Wherever these letters make specific allegations warranting the opening of a case for the interview of the complainant, the field is instructed to take this action. A great many of the letters are anonymous or contain non-specific allegations. In those instances the letters are being referred to the appropriate field divisions for a check of their files and for information purposes.

In order to speed up the handling of these letters, it was suggested that the Security Division be authorized to utilize, first, a form letter transmitting anonymous communications to the field, and, second, a form letter to be used in acknowledging receipt of communications of a routine nature. The latter form would not be directed to individuals of prominence or professional or businessmen but would be used to handle routine letters which comprise a large portion of the letters received.

The Executives' Conference was of the unanimous opinion that the volume of letters being received poses a typing problem which can be answered, in part, by the use of these form letters along the above-indicated lines.

The form letters are attached for your approval.

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 4-7-91 BY SP-5C/PJ

Respectfully,  
For the Conference

RECORDED - 119  
INDEXED - 119  
Clyde Tolson

66-12554-8088  
SEP 21 1950

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

Attachment

CC - Mr. H. H. Clegg  
Mr. J. P. Mohr

EX-89

SEP 22 1950

THE DIRECTOR

September 1, 1950

The Executives Conference

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/7/91 BY SP-5 CIP/08

The Executives Conference consisting of Messrs. Clegg, Ladd, Glavin, Rosen, Nichols, Harbo, Belmont, Sizoo and Tracy on September 1, 1950, considered a suggestion from an employee in the Identification Division.

Miscellaneous applicant type fingerprint cards are returned to the contributing agency after being searched. When identifications are made, the applicant print is verified by a fingerprint expert with the fingerprints in the identification jacket. A stamp is then placed on one of the fingerprints cards in the jacket opposite a black pencil mark made by the employee verifying the identification. This stamp reads, "returned". An examination of the jacket in the event of a subsequent inquiry on an applicant print will show that an applicant print was received and returned.

It was suggested by one of the verifiers that if a colored pencil is used at the time of verifying the identification instead of the stamp there could be a savings of from 10 to 21 percent in the time required to handle this type of print.

Three different verifiers tested the proposed procedure of using a colored pencil and it was determined that from 10 to 21 percent more jackets were handled under the proposed system of using a colored pencil than under the present system of using a stamp.

The Conference unanimously concurred in the recommendation of the Identification Division that the suggestion be approved. Samples of the proposed and present system are attached hereto for the Director's convenience.

Attachments

cc - Mr. Clegg  
Mr. Mohr

Respectfully,  
For the Conference,

Clyde Tolson

Tolson SUT/hp  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

RECORDED - 3

166-2554-8089  
RECORDED  
75 SEP 23 1950

33 OCT 5 1950

66-1631-7386  
COPY FILED IN

## THE EXECUTIVES' CONFERENCE

"THE COMMUNIST PARTY LINE TODAY"  
AUGUST 14, 1950

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/7/91 BY SF-50

The Executives' Conference further recommended that the pamphlet also be disseminated to the same group of high Government officials and agencies presently receiving our daily summaries on the Korean situation.

Respectfully,  
For the Conference

RECORDED - 129

75 SEP 22 1950

Attachment

CC - Mr. H. H. Clegg  
Mr. J. P. Mohr

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

Add Steelman to all  
distributions. Also  
~~write for~~ from  
Michigan office was present  
at the meeting of E. C.  
Hall of the Bureau of  
the Dept. of  
the office  
H.

ORIGINAL COPY FILED IN



cc - Mr. Ladd  
Mr. Rosen  
Mr. Pennington  
Mr. Ranstad

The Director

September 19, 1950

Executives Conference

DEPARTMENTAL POLICIES  
SELECTIVE SERVICE ACT, 1948

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/5/91 BY SP-5C/DH

PURPOSE

To recommend approval of the attached proposed Bureau Bulletin advising the field concerning Departmental policies relative to the enforcement of the Selective Service Act of 1948.

FACTS

Mr. Peyton Ford has issued Departmental Circular No. 4054, Supplement No. 2, dated August 31, 1950, advising United States Attorneys concerning policies to be followed with respect to the Selective Service Act of 1948. In addition, the Criminal Division has recently advised that Public Law 431, 78th Congress, expatriating individuals who leave the country during wartime or national emergency to avoid military service, is presently in full force and effect and applies to the Selective Service Act of 1948.

RECOMMENDATION

It is recommended the attached Bureau Bulletin be approved.

The attached Bureau Bulletin was unanimously approved by the Executives Conference today with Messrs. Tolson, Belmont, Callahan for Glavin, Clegg, Harbo, Ladd, McGuire for Nichols, Mohr, Sizoo, C. Tamm for Tracy and Rosen in attendance.

Respectfully,  
For the Conference

Clyde Tolson

RECORDED - 5

SEP 25 1950

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

477  
55 SEP 25 1950



THE DIRECTOR

September 20, 1950

THE EXECUTIVES' CONFERENCE

SECURITY INDEX -  
CHANGES TO EXISTING CARDS

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/7/91 BY SP-5 CIB/HF

On September 20, 1950, the Executives' Conference, consisting of Messrs. Tolson, Callahan, Quinn Tamm, Harbo, Mohr, Rosen, Sizoo, McGuire, F. H. McIntire, and Belmont, considered and recommended approval of the attached SAC letter authorizing the field to make informal notations on Security Index cards reflecting a change of address or other vital information pending the receipt from the Bureau of a corrected Security Index card.

In the event you approve, the SAC letter will be sent to the field.

Respectfully,  
For the Conference

Clyde Tolson

Attachment

CC - Mr. H. H. Clegg  
Mr. J. P. Mohr

RECORDED - 5

66-2554-8092  
SEP 25 1950  
JF

AHB:tlc

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

477  
SEP 25 1950

cc: Mr. Ladd  
Mr. Rosen  
Mr. Pennington  
Mr. Ransstad

September 10, 1950

THE DIRECTOR

A. ROSEN

FEDERAL POLICE  
SELECTIVE SERVICE ACT, 1948

ALL INFORMATION CONTAINED

HEREIN IS UNCLASSIFIED

DATE 4/7/91 BY SP-5 C/B/F

PURPOSE:

To recommend discontinuance of the maintenance of interview logs when subjects of "No Card" cases are interviewed by Bureau Agents under the Selective Service Act of 1948.

FACTS:

Under existing Bureau rules it is necessary to maintain an interview log whenever a subject of an investigation is interviewed. This applies to the so-called "No Card" Selective Service cases. Inasmuch as these cases involve only the failure of a registrant who is not otherwise delinquent to have in his personal possession his Registration Certificate and/or Notice of Classification and since prosecution is never authorized unless there are other very aggravating circumstances, the interview log is unnecessary in these cases and consumed time needlessly.

It is felt that a sufficient record could be maintained by noting the time the interview was commenced and the time when it was terminated on the Police Form for Selective Service Violators under Item 12, "Comments". The use of that form was recently approved by Bureau Bulletin 420 dated August 11, 1950.

RECOMMENDATION:

It is recommended that the attached Bureau Bulletin be approved terminating the use of interview logs in "No Card" cases and substituting a notation as to the time of the opening and closing of the interview on the Police Form for Selective Service Violators.

The attached Bureau Bulletin was unanimously approved by the Executives Conference today with Messrs. Tolson, Belmont, Callahan for Glavin, Clegg, Harbo, Ladd, McGuire for Nichols, Mohr, Sizoo, E. Tamm for Tracy and Rosen in attendance.

Respectfully,  
For the Conference

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

HE:cin

cc: Mr. Clegg

Mr. Mohr

Attachment

RECORDED

SEP 25 1950

66-2554-8095

55 SEP 25 1950

THE DIRECTOR

9/20/50

EXECUTIVES CONFERENCE

TECHNICAL TRAINING

*u*  
The Executives Conference on 9/19/50, consisting of Messrs. Tolson, Callahan, Tamm, Harbo, Mohr, Belmont, Ladd, Rosen, Sizoo, McGuire and Clegg, recommended unanimously that there be no change in the present policy of the Bureau to give no training of any type in technical surveillance work. In view of the number of such technical surveillances which the Attorney General has authorized, it is believed that there is an adequate number of trained experts to handle these assignments and no additional needs are contemplated at this time.

Respectfully,  
For the Conference

*4*  
Glyde Tolson

cc: Mr. Clegg  
Mr. Mohr

HHC:dgh  
*dgh*

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/7/91 BY SP-5a/ONT  
*onc*

RECORDED - 5

66-2554-8094  
SEP 25 1950  
37

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

477  
55 SEP 25 1950

cc: Mr. Ladd  
Mr. Rosen  
Mr. Callan  
Mr. Hartley

The Director

September 18, 1950

A. Rosen

ATOMIC ENERGY ACT - APPLICANT DEADLINES

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/2/91 BY SP-SCI/PHF

PURPOSE:

To advise the field divisions by SAC Letter of the necessity of meeting deadlines in Atomic Energy Act - Applicant investigations.

DETAILS:

There has been a growing proclivity on the part of the field divisions to extend the present Atomic Energy Act - Applicant deadline beyond the allotted 30 days. This practice, of course, cannot be allowed in view of the international situation and the present emphasis on preparation in the Atomic Energy field. As you are aware, most of the individuals under investigation cannot be employed until our inquiries have been completed.

RECOMMENDATION:

It is recommended that the field divisions be reminded of the absolute necessity of meeting deadlines in Atomic Energy Act - Applicant cases. For your approval there is attached herewith a suggested SAC Letter so advising the field.

The attached Letter to All Special Agents in Charge was unanimously approved today by the Executives Conference with Messrs. Tolson, Belmont, Callahan, Glavin, Harbo, Ladd, McIntire, Clegg, Mohr, Nichols, Sizoo, Tracy and Rosen in attendance.

Respectfully,  
For the Conference

OKH

John Edgar Hoover

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

Attachment

cc: Mr. Clegg  
Mr. Mohr

CIM/omn

RECORDED  
INDEXED - 28

66-254-8096  
SEP 25 1950  
37

477  
SEP 25 1950



THE DIRECTOR

September 20, 1950

THE EXECUTIVES' CONFERENCE

COMMUNIST PARTY, USA  
KEY FIGURE LIST

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 4/7/91 BY SP-5 C. B. H.

On September 19, 1950, the Executives' Conference, consisting of Messrs. Tolson, Ladd, Callahan, Quinn Tamm, Harbo, Mohr, Rosen, Clegg, Sizoo, McGuire and Belmont, recommended that the attached proposed SAC Letter instructing the field to furnish, in addition to the items already required, any position held by a key figure in the Communist Party or splinter group and in any labor union. In the absence of a Party position, the field is requested to furnish the most important office in a front organization held by the key figure.

This information is to be included in the semi-annual list of key figures submitted by the field to enable the Bureau to keep its key figure cards up to date.

In the event you approve, the letter will be sent.

Respectfully,  
For the Conference

Clyde Tolson

Attachment

CC - Mr. H. H. Clegg  
Mr. J. P. Mohr

AHB:tlc

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
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Gandy \_\_\_\_\_

RECORDED - 28  
INDEXED - 28

166-2534-8097  
SEP 25 1950  
37

477  
SEP 25 1950

DATE OF REMOVAL 9-29-50

DATE OF MAIL 9-20-50

HAS BEEN REMOVED FOR MR. LAMPHERE TO BE KEPT PERMANENTLY IN HIS OFFICE, ROOM 2242

SEE FILE 66-2554-7530 FOR AUTHORITY.

SUBJECT JUNE MAIL

REMOVED BY ch-51

FILE NUMBER 66-2554-8098

PERMANENT SERIAL CHARGEOUT

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/7/91 BY SP-5CIB

THE DIRECTOR

9/19/50

EXECUTIVES CONFERENCE

SAC'S CONFERENCE  
NEW ENGLAND AREA

The Executives Conference on 9/19/50, consisting of Messrs. Tolson, Callahan, Tamm, Harbo, Mohr, Belmont, Ladd, Rosen, Sizoo, McGuire and Clegg, considered the suggestion of SAC Willis of New Haven that there be authorized semi-monthly conferences of the SAC's at Boston, Buffalo, Albany and New Haven covering the northeastern or New England area for coordination of various phases of the Bureau's work.

The Executives Conference unanimously felt that there was no justification for these semi-monthly conferences, and recommends unanimously unfavorably.

There is attached hereto a letter to SAC Willis, with copies to the other offices that received copies of his suggestion, if approved.

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/7/94 BY SP-5C/BMF

Respectfully,  
For the Conference

Clyde Tolson

Attachments

cc: Mr. Clegg  
Mr. Mohr

HHC:dgh

RECORDED - 57

166-2554-8099  
SEP 26 1950

34

Tolson  
Ladd  
Clegg  
Glavin  
Nichols  
Rosen  
Tracy  
Harbo  
Belmont  
Mohr  
Tele. Room  
Nease  
Gandy

477  
51 SEP 28 1950

THE DIRECTOR

September 18, 1950

The Executives Conference

The Executives Conference consisting of Messrs. Clegg, Ladd, Glavin, Belmont, Parsons, Mohr, Nease, Sizoo, Hargett, and Tracy considered a suggestion from the Identification Division with reference to the ~~Presumptive Dead File~~.

The Criminal fingerprint files are divided for efficient searching as follows:

1. Main File - all ages up to 55
2. Reference File - Ages 55 - 74
3. Presumptive Dead File - ages 75 and over

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/7/91 BY SP-5/SP

The searching procedure is as follows:

- a. Current prints bearing age 75 or over are searched first in File No. 3; if nonidentified, then in File No. 2; if nonidentified, then in File No. 1.
- b. Current prints bearing ages 55 - 74 are searched first in File No. 2; if nonidentified, those bearing ages 65 - 74 are searched in File No. 3 and those bearing ages 55 - 64 are searched in File No. 1.
- c. Current prints bearing age 54 or lower are searched first in File No. 1; if nonidentified, those bearing ages 45 - 54 are searched in File No. 2.

The Conference was advised that a committee of employees in the Identification Division was appointed to study the results of searching in File No. 3; the Presumptive Dead File, prints of persons age 65 and over. A record was kept for a thirty-day period during which time 1,194 searches were made of prints with the age of 65 and over and six identifications were effected. (An ident percentage of one-half of one per cent). Of the 1,194 searches of the age group 65 and over, 812 searches would have been eliminated if the ages searched were 70 - 74 instead of 65 - 74.

The conclusion reached by the committee of employees was that from the standpoint of accuracy it would be practical to reduce the ten-year spread in the searching rule of the Presumptive Dead file to a five-year spread so that fingerprint cards in the age group of seventy and over would only be searched in this file.

cc - Mr. Clegg  
Mr. Mohr

RECORDED - 74  
INDEXED - 16

SEP 26 1950

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

477


SEP 26 1950



For the Director's information, the Bureau previously approved a five-year age rule in searching fingerprints of individuals in File No. 2 (Reference File) which file contains the fingerprints of those from the age of 35 through 74.

The Conference unanimously recommends approval of this suggestion in view of the savings involved and the speeding up of the searching of fingerprints in the Technical Section.

Respectfully,  
For the Conference,

  
Clyde Tolson

THE DIRECTOR

September 20, 1950

THE EXECUTIVES' CONFERENCE

~~DETCOM;~~  
~~NATIONAL DEFENSE INFORMANTS~~

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/11/91 BY SP-5 CPM

On September 19, 1950, the Executives' Conference, consisting of Messrs. Tolson, Ladd, Callahan, Quinn Tamm, Harbo, Mohr, Rosen, Clegg, Sizoo, McGuire and Belmont, recommended approval of the attached SAC Letter instructing the field in the handling of National Defense Confidential Informants under the Detcom Program.

The letter instructs the field to consider in advance those informants who should be picked up in the event the Detcom Program goes into effect and those informants who should remain at large. It was pointed out that certain informants will be able to be of more value to the Bureau if they are apprehended at such time as the Detcom Program goes into effect, inasmuch as they will be able to keep the Bureau advised of information developed among apprehended subjects. By the same token, certain informants can logically be left in circulation to advise the Bureau of possible underground operations among the persons not apprehended under the Detcom Program. It was felt that this problem should receive advance consideration but that the administration should be left with the field offices, inasmuch as the selection of informants will be dependent on current conditions and conditions are continually changing so that any attempt at the Seat of Government to maintain a register of proposed action on informants will be subject to many changes and will be meaningless, inasmuch as the individual cases will have to be decided on the basis of current conditions when the Detcom Program is put into effect.

The proposed letter instructs the field to consider this immediately and advise the Bureau within two weeks and thereafter every six months.

In the event you approve, this letter will be disseminated.

Respectfully,  
For the Conference

RECORDED - 74  
INDEXED - 74  
SEP 23 1950

Clyde Tolson

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

Attachment

AHB:tlo 1 SEP 20 1950

CC - Mr. H. H. Clegg  
Mr. J. F. Mohr

THE DIRECTOR

September 5, 1950

THE EXECUTIVE CONFERENCE

RADIO EQUIPMENT  
EMERGENCY GENERATOR

ALL INFORMATION CONTAINED

HEREIN IS UNCLASSIFIED

DATE 6/11/91 BY SP-5 Cj/bm

On August 31, the Conference considered the possibility that in some offices the installation of the emergency generator for use in connection with the radio telegraph network and the storage of gasoline might be such in individual offices as to constitute a violation of the local fire and safety regulations. In view of a possible fire hazard the Conference felt it was desirable that a SAC letter be directed to the field instructing each office to advise the Bureau whether the installation was in conformity with local fire and safety regulations and each office is to submit recommendations promptly for corrective action. This is believed desirable even though the initial instructions sent to the field last July stated that any problem in connection with the installation should be brought to the Bureau's attention. If the Director approves the Conference recommendation, the attached SAC letter should be sent to the field.

Present at the Conference on August 31 were Messrs. Ladd, Glavin, Tracy, Mohr, Belmont, Rosen, F.H. McIntire, Sizoo, Nease, Nichols and Harbo.

Respectfully,  
For the Conference

Clyde Tolson

RFH:IT

cc - Mr. Clegg  
Mr. Mohr

RECORDED - 93

166-2551-8102  
RECORDED

142 SEP 25

RETURNED TO ORIGINAL

OCT 12 1950

Tolson  
Ladd  
Clegg  
Glavin  
Nichols  
Rosen  
Tracy  
Harbo  
Room

80-146-3951  
ORIGINAL FILED IN

The Director

July 14, 1950

The Executives Conference

AUXILIARY SPACE FOR THE BUREAU

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/11/91 BY SP-5C/bm

The Executives Conference of July 11, 1950, consisting of Messrs. Ladd, Rosen, Nichols, Tracy, Mohr, Belmont, Parsons for Harbo, McIntire for Clegg, and Callahan for Glavin, considered the results of a survey of space made by Mr. Glavin, bearing in mind the space would be utilized in the event of an extreme emergency and only sufficient space for the Director and the necessary emergency staff for handling emergency matters under emergency conditions was needed. Accordingly, the survey restricted itself to small compact units in out of the way sections, and the survey made reflected the best available facilities were located at Shepherdstown, West Virginia, which is 65 miles from Washington when traveling on Maryland highways and 77 miles on Virginia highways. It is in Jefferson County, West Virginia, the county seat of which is Charles Town. It is 11 miles north of Charles Town, 9 miles east of Martinsburg, West Virginia, and 12 miles north of Harpers Ferry. There are 5 highways converging from all directions into the town.

There are no industrial plants in the nearby area. The main activity in Shepherdstown is Shepherd College of the West Virginia State Normal School System.

#### FACILITIES

There are 2 small newspapers in the town which have presses that could be utilized by the Bureau. There is a voluntary fire department whose equipment appears to be fairly modern. There are no hotels but the town contains numerous boarding houses utilized by the college students. There appears to be an adequate supply of water and while there are no hospitals in the town, there are hospitals located in the nearby towns of Charles Town, Martinsburg, Harpers Ferry and Hagerstown, Hagerstown being approximately 20 to 25 miles distant.

Shepherd College has approximately 25 acres of ground with 15 buildings located thereon. Two main buildings which are adjacent to each other have approximately 50,000 square feet of usable office space. Supplemental buildings in the immediate area raise the usable office space up to close to 100,000 square feet which it was felt would be ample for emergency operations. There is a dining hall located on the campus that will hold 150 people at a time. It appears to be a fairly modern structure and is said to contain modern equipment. There are two dormitories presently housing men and women students having a total capacity of 150 people. Boarding houses presently in

Tolson

Ladd

Clegg

Glavin

Nichols

Rosen

Tracy

Harbo

Mohr

Tele. Room

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Gandy

cc-Mr. H. h. Clegg

Mr. Mohr

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## Memorandum for the Director

the town take care of the balance of the present 500 students in the college. It is felt that a thousand people could be accommodated at this location. The Science Building contains laboratory facilities therein on the campus and in the basement of the main building there is a remote control radio unit used in connection with student study and from which some broadcasting is done. Glavin felt the location of Shepherdstown is such that no great difficulty would be experienced in having an emergency radio setup installed by the Bureau.

### TRANSPORTATION

Driving time by automobile to Shepherdstown is approximately 1 hour and 45 minutes under normal driving conditions. There is no airport at Shepherdstown but a small one is located at Martinsburg, 9 miles away. A railroad passes through the town, running from Martinsburg, West Virginia, to Roanoke, Virginia, and there is a connecting line with the main Baltimore and Ohio tracks at Martinsburg and also at Shenandoah Junction, 6 miles south of Shepherdstown. Rail time between Martinsburg and Washington is 1 hour and 45 minutes. Buses service the town from surrounding towns.

### COMMUNICATIONS FACILITIES

A representative of the American Telephone and Telegraph Company has advised the Bureau that there are a total of 6 toll lines into Shepherdstown, 3 from Hagerstown, Maryland, and 3 from Martinsburg, West Virginia, and that their central switchboard in Shepherdstown is overloaded. The contact further advised that no additional cables could be handled by the current setup and no alternative routing is possible. Mr. Nichols pointed out that the Bureau would need approximately 20 lines to service its activities at this location. Glavin has pointed out that, even though there are only 6 toll lines into Shepherdstown at the present time and that no additional cables could be handled by the current setup, he feels that in case of emergency necessary additional telephone facilities could be run into Shepherdstown to handle the Bureau's needs.

### ALTERNATE LOCATION CONSIDERED

Linchester, Virginia, was also considered by the Conference, which is located 73 miles from Washington in a northwesterly direction from Washington and which has a population of 12,000 people, a fairly large business district and several hotels, the largest of which contains 150 rooms. It is approximately half the size of Alexandria, Virginia, and its utilities and other facilities may be compared on this basis. Its principal industry is apple processing and there are several other smaller industrial plants located in the immediate area.

Memorandum for the Director

SPACE FACILITIES

There are 2 high schools located in Winchester, namely, the Handley High School and the new James Wood High School. The Handley High School has 48 classrooms including a large auditorium with a seating capacity of 1600, and a cafeteria which will accommodate 450 people. The school has a total area of 126,000 square feet. The James Wood High School, located on the outskirts of Winchester, has 57 classrooms with a capacity for 1200 students and has a total area of approximately 78,000 square feet.

TRANSPORTATION FACILITIES

There is an airport located at Winchester and the chief method of transportation is by highway. Its disadvantage in this respect is that it is on a main trunk highway which is subject to be cluttered by any mass exodus from Washington.

The Conference recommends the selection of the Shepherdstown, West Virginia, site. Mr. Nichols, however, pointed out the lack of present telephone communications to this particular location. In this regard, it is again pointed out that it is believed appropriate emergency lines could be run into Shepherdstown and, further, it is felt that through the establishment of a Bureau radio network operating at the emergency headquarters at Shepherdstown, our communications needs could be satisfied on an emergency basis.

In the event the Director concurs in the Shepherdstown, West Virginia, site for auxiliary space, it is respectfully recommended that steps be taken to confidentially contact the appropriate State official, who may be the Governor, to determine whether the space occupied by Shepherd College could be made available to the Bureau for emergency headquarters in case of evacuation from Washington. The Conference points out the necessity for such contacts being made very confidentially with no ensuing publicity.

*I think we should  
do this at once.  
If facilities can  
be made  
available in  
event of emergency,  
we should then  
make plans, re. radios  
and telephones*

*T. 7/1/50*

Respectfully,  
For the Conference

Clyde Tolson

*I think first  
we should find out  
here what plans are  
in formulation by  
U.S. Govt so we will  
not be moving at cross  
purposes. *CT**

THE DIRECTOR

7/5/50

EXECUTIVES CONFERENCE

AUXILIARY SPACE FOR THE BUREAU

ALL INFORMATION CONTAINED

HEREIN IS UNCLASSIFIED

DATE 3/11/91 BY SP-5 CJP

The Executives Conference on 7/3/50, consisting of Messrs. Tolson, Q. Tamm, Harbo, Belmont, Ladd, Carlson, Hargett and F. H. McIntire, considered the survey conducted by Special Agent J. A. Sizoo of the Training and Inspection Division relative to auxiliary space for the Bureau in the case of a national emergency.

PURPOSE AND RESULTS OF THE SURVEY:

This survey was conducted to locate space in the general vicinity of Washington, D. C. which could possibly be used as Bureau headquarters in the event it becomes necessary to evacuate Washington, D. C. Efforts were made to locate buildings in one general vicinity which would have a total of around 500,000 square feet of floor space, approximately what the Bureau now occupies. No contact was had with the individuals controlling the buildings considered. It was deemed inadvisable to make such direct contacts as this would more than likely lead to undue and undesirable publicity. Following are the areas having adequate space:

1. FREDRICKSBURG, VIRGINIA

Fredricksburg is 60 miles south of Washington, is on Highway No. 1, is on the Richmond, Frederick, Patomac Railway, has an airport, has a population of 10,000 to 12,000, and has 4 or 5 small hotels. Mary Washington College, a girls' school, is located 1/4 mile from downtown Fredricksburg, has 13 buildings and 2 additional ones under construction. One of those under construction is an electric power plant, the other a central heating plant for the college. All buildings are of brick construction, with the exception of 2 which are of wooden frame construction. The college has its own water tower and is surrounded by a 12 foot fence with two entrances. All buildings are two or three stories high and are located in a group of towering trees. The total floor space of this college is approximately 465,000 square feet. The Stratford Hotel, located on Highway No. 1 a short distance from the college, has 70 rooms, appears to be in good repair, and could house a small division or could serve as a "Command Headquarters" for top Bureau officials and staff. Fredricksburg is approximately 30 miles from Quantico, and would permit continued use of Quantico training facilities. There are no vital facilities located near Fredricksburg, but it is on a railway and on the Rappahanock River which would make it easily located for a bombing target. In view of the towering trees, however, the grounds of Mary Washington College lend themselves to camouflage.

2. HARRISONBURG, VIRGINIA

This city is located in the Shenandoah Valley between the Blue Ridge and Shenandoah Mountains, is on the Southern Railroad, on Highway No. 11, is approximately 125 miles southwest of Washington, has an airport and has a population of 15,000. Madison College, a Virginia State Teachers College for women, is located

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Belmont  
Mohr  
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cc: Mr. Clegg

Mr. Mohr

Mr. DeLoach

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in Harrisonburg. This college has 20 buildings, 17 of which are of stone construction, the remaining 3 being frame residences which appear to be in good repair. One of these buildings is a large residence at the top of the ridge overlooking the college grounds. The total floor space of this college is approximately 500,000 square feet. This space could be augmented by Augusta Military Academy at Fort Defiance, Virginia, 15 miles south of Harrisonburg. This Academy has approximately 175,000 square feet of space and is located in a rural area along Highway No. 11. Firearms ranges and other training facilities could be constructed nearby. This area is generally protected by its geographical location in the Shenandoah Valley. One vital facility, Merck and Company, a chemical plant, is located at Elkton, Virginia, 17 miles east of Harrisonburg.

### 3. CHARLOTTESVILLE, VIRGINIA

Charlottesville, Virginia, is located 116 miles from Washington on the Southern Railway, on Highways Nos. 29 and 250, has an airport, and has an estimated population of 20,000 to 25,000. It is the site of the University of Virginia, and the city has many rooming houses which would be desirable for Bureau personnel. The University of Virginia has in excess of 1,000,000 square feet of floor space in buildings on the campus. Ten new four-story buildings, having a total of approximately 320,000 square feet, are under construction. All buildings are of substantial brick construction and are in excellent condition. The Monticello Hotel is located in Charlottesville, has 150 rooms and appears to contain in all approximately 60,000 square feet. The University of Virginia is a co-educational school. The Bureau could be adequately housed at the University of Virginia without putting this institution out of business. A great deal of competition probably would be had for this site as military authorities would probably want the University of Virginia to train men for armed services.

### 4. STAUNTON, VIRGINIA

Staunton, Virginia, is 140 miles from Washington, located in the Shenandoah Valley on the Southern Railway and on Highways Nos. 11 and 250. It has a population of 15,000 to 20,000 and has a small airport. The Stonewall Jackson, a modern, fireproof hotel of 100 rooms, is located at Staunton. One mile north of Staunton on Highway No. 11 is located the Ingleside Hotel which has 49 rooms, is approximately 200 feet in length and 75 feet in width. It is a three-story building, is approximately 300 yards off Highway No. 11 on a high knoll, is surrounded by a golf course and would serve very well as a "Command Headquarters" for top Bureau officials and their staffs. Staunton Military Academy is located 1/4 mile northwest of the downtown area, has 7 buildings of brick construction which are in a good state of repair, has one frame building in good repair, and has a total of about 275,000 square feet of space. Within two blocks of the Staunton Military Academy there is an apartment project consisting of 4 large buildings under construction which will have a total of about 30,000 square feet.

In downtown Staunton is located Mary Baldwin College, a girls' schools, which has 10 buildings, 8 of which are of brick construction and are in good repair, and 2 of which are of frame construction and are in fair condition. This college



has a total floor space of 150,000 square feet. Augusta Military Academy, mentioned under No. 2 above, is 10 miles north of Staunton. It has approximately 175,000 square feet of floor space. A combination of Staunton Military Academy, Mary Baldwin College, Augusta Military Academy and the Ingleside Hotel would more than adequately house the Bureau.

Staunton, Virginia, is located between the Blue Ridge and Shenandoah Mountains, and from this standpoint would be afforded some protection. It should be noted, however, that at Waynesboro, Virginia, 11 miles east of Staunton, there is located a large DuPont plant which is listed as a vital facility. The Bureau's personnel could be absorbed in this particular area as the schools mentioned are equipped for boarding students.

#### 5. FREDERICK AND WESTMINSTER, MARYLAND

Frederick, Maryland, is located 46 miles northwest of Washington and 46 miles west of Baltimore on the B & O Railroad. It has a small airport, and is on Highways Nos. 240 and 40. One vital facility, namely, Camp Detrick which is reported to be the Army's only Bacteriological Warfare Research Center is located 1 mile west of Frederick. This would very probably be a target of enemy bombing. Hood College, a girls' school consisting of 9 buildings of brick construction having a total floor space of approximately 295,000 square feet, is located 1 mile west of downtown Frederick and also only 1/2 mile from Camp Detrick. Maryland State School for the Deaf is located in Frederick and has a total floor space of approximately 200,000 square feet. A Catholic School and Sisters' Home has approximately 100,000 square feet of space. The Francis Scott Key Hotel has 200 rooms and approximately 50,000 square feet of floor space. The Y.M.C.A., Masonic Temple, Pythias Castle and an apartment building in the same block with the Francis Scott Key Hotel have a total of approximately 50,000 square feet of floor space. The National Guard Armory has a total of 20,000 square feet of space and the Barbara Fritchie Candy Company has 15,000 square feet of floor space. The IGOF Home, 1 mile north of Frederick, has 100,000 square feet of floor space. A combination of some of the above-mentioned sites could easily house the entire Bureau.

Located at Westminster, Maryland, which is approximately 30 miles northwest of Frederick, is Western Maryland College which has 20 buildings, 17 of which are of brick construction and the majority of which are in very good shape. This college has a total of approximately 300,000 square feet of floor space. Westminster is a town of approximately 6,000 population, has a small airport and is located on the Western Maryland Railway. It is about 60 miles north of Washington and 27 miles northwest of Baltimore. The West Virginia State Normal School has approximately 50,000 square feet of floor space in its brick buildings. A combination of the space at Frederick and Westminster could easily house all of the Bureau's facilities.

#### 6. RICHMOND, VIRGINIA

Richmond is located 110 miles south of Washington on Highway No. 1 and the R. F. & P. and Southern Railroads. It has its own airport, and has 7 hotels of over 100 rooms each, having a total space of 400,000 square feet. The Union Theological Seminary has a total of 175,000 square feet of brick buildings which are

in reasonably good repair. The Assembly School for Christian Workers has a total floor space of approximately 70,000 square feet. The Medical College of Virginia, which consists of 6 large brick buildings, has a total floor space of approximately 550,000 square feet. One of these buildings, however, serves as a hospital. In addition to the above, there are several large apartment developments in Richmond which would have floor space of well over 1,000,000 square feet. A combination of the various buildings in Richmond could easily house the Bureau. It should be noted, however, that Richmond is a rail center, is a large city which would very probably be a bombing target, and has a large DuPont plant nearby which is classified as a vital facility and other vital facilities located in the City of Richmond.

All of the members in attendance at the Executives Conference recommended Charlottesville, Virginia, the home of the University of Virginia, as the Bureau's No. 1 choice.

In advance of the Conference, Mr. Glavin who was not in attendance had submitted a memorandum of his views after reviewing the results of the survey. Mr. Glavin feels that should an emergency arise, we would have no opportunity to transport thousands of file cabinets, fingerprint cabinets and miscellaneous furniture over trunk highways as these would be utilized by the military as well as civilians for evacuation purposes. If we are to set up emergency space, Mr. Glavin recommends that a headquarters command with sufficient space for the Director and his staff, which would permit the handling of emergency matters under emergency conditions, be set up. Sufficient space would have to be available for radio facilities, and in selecting such a location consideration should be given to the availability for emergency radio sites. He observes that the majority of the routine files, including fingerprint files, would necessarily have to be handled on an emergency basis in Washington, possibly by volunteers.

Mr. Glavin believes that Fredericksburg, Virginia, would very definitely be the target of an attacking force since it is on the main highway to the south, rail facilities go through this city, and it could be easily spotted from the air due to its location near a river. He feels that Harrisonburg, Virginia, would be less likely to be in the line of attack, but he does not feel that we should endeavor to secure anything like 500,000 square feet of space for emergency work. Since our mail and other facilities would be jammed, there would be no routine deliveries, and an emergency headquarters could not handle all the mail and correspondence in such matters that are handled at the Bureau at the present time. He feels that the same is true of Staunton and Charlottesville, Virginia, and definitely feels that the University of Virginia space would not under any circumstances be available for Bureau occupancy. In regard to Frederick and Westminster, Maryland, he observes that again we have the situation of the city being on a main trunk line, being a railroad town and near an Army installation. He recommends discontinuance of any consideration of Frederick and Westminster, Maryland as emergency Bureau headquarters. In regard to Richmond, Virginia, he believes that the location of Richmond, its rail centers, and its important industries would make it a city vulnerable to attack, easy to locate, and being one of the larger cities in the south would be a desirable target for attacking forces.

Mr. Glavin recommends that in further consideration of this particular matter, thought be given to what facilities of the Bureau would necessarily have to be moved, taking into consideration the chaos which would be existing at the time of such a move, and also taking into consideration that regular rail, highway and other traffic would be disrupted; and that normal means of communication would also be disrupted. He feels that a small compact unit in an out-of-the-way section in the Blue Ridge for the housing of absolutely essential activities of the Bureau would be the answer to our problem. This location should be such that emergency radio facilities could be installed so that communication could be had with other sections of the Bureau regardless of where they might then be located. In case of emergency, Mr. Glavin feels that we must realize that we cannot transport all of our files, regardless of their importance, from their present locations in Washington.

All of the members in attendance at the Conference recommended that a representative from the Bureau and a representative from the Richmond Office who handles liaison with the President of the University of Virginia at Charlottesville, contact the President of the University of Virginia on a strictly confidential basis, and determine whether or not space could be acquired on the University of Virginia campus for use by the FBI in the event auxiliary space must be had.

Respectfully,  
For the Conference

Clyde Tolson

July 31, 1950

THE DIRECTOR

The Executives Conference

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/11/97 BY SP-5/BJP

The Executives Conference consisting of Messrs. Ladd, Clegg, Rosen, Harbo, Belmont, Carlson, Mohr and Tracy considered the attached Bureau Bulletin to all investigative employees announcing the installation of a new fingerprint file in the Single Fingerprint Section of the Identification Division.

The Conference was advised that the Investigative Division had carefully reviewed the Bulletin and approved it as written.

The Conference unanimously recommends the approval of the Bulletin.

Respectfully,  
For the Conference

Clyde Tolson

Attachment

cc - Mr. Clegg  
Mr. Mohr

SJT:do

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18 NOV 1 1950

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THE DIRECTOR

September 22, 1950

THE EXECUTIVES' CONFERENCE

~~CONFIDENTIAL PLANT INFORMANTS~~

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/11/91 BY SP-5a pm

The Executives' Conference, consisting of Messrs. Ladd, Harbo, Nease, Clegg, Mohr, Callahan, Nichols, Sizoo, Rosen, Tracy, and Belmont, on September 21, 1950 considered and recommended approval of the attached SAC Letter and Letter to All Bureau Officials and Supervisors, instructing that employees in the field and at the Seat of Government be canvassed for the names of relatives, friends and contacts who may be potential plant informants. The letters further instruct the field and the Seat of Government in the proper method of forwarding the results of the canvass to the appropriate field offices in order that the potential informants may be contacted.

In the event you approve, these letters will be disseminated.

Respectfully,  
For the Conference

Clyde Tolson

Attachment

CC - Mr. H. H. Clegg  
Mr. J. P. Mohr

RECORDED - 122

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66-254-8108  
SEP 29 1950

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Tolson \_\_\_\_\_  
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THE DIRECTOR

September 22, 1950

THE EXECUTIVES' CONFERENCE

ORGANIZATIONS CITED BY ATTORNEY GENERAL WITHIN  
PURVIEW OF EXECUTIVE ORDER 9835  
LOYALTY OF GOVERNMENT EMPLOYEES

*None Agt Three Five*

The Executives' Conference, consisting of Messrs. Ladd, Harbo, Nease, Clegg, Mohr, Callahan, Nichols, Sizoo, Rosen, Tracy, and Belmont, on September 21, 1950, considered the attached Bureau Bulletin, setting forth the names of additional organizations cited by the Attorney General on August 24, 1950, and September 5, 1950, as within the purview of Executive Order 9835.

The Executives' Conference recommended that all investigative employees be advised of the additional organizations listed by the Attorney General, inasmuch as this information is necessary in connection with the handling of loyalty cases and other investigative matters in the field.

In the event you approve, it will be disseminated.

Respectfully,  
For the Conference

*[Signature]*  
Clyde Tolson

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/11/91 BY SP-5/BJP

Attachment

CC - Mr. H. H. Clegg  
Mr. J. P. Mohr

RECORDED - 122

INDEXED - 122

166-2554-8106  
SEP 29 1950

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
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Rosen \_\_\_\_\_  
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SEP 28 1950

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THE DIRECTOR

9/26/50

THE EXECUTIVES CONFERENCE

MISCELLANEOUS

CIVIL AERONAUTICS ACT

The only section of the Civil Aeronautics Act of 1938, i. e. Section 902(b), over which the Bureau has assumed jurisdiction was amended by Public Law 635, approved on August 3, 1950. This section, in addition to covering forging of certificates authorized under the Act, now makes it a violation to place or cause to be placed marks on aircraft which are misleading as to the nationality or registration of the aircraft.

RECOMMENDATION:

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/11/91 BY SP-5CJ/MTZ

The attached suggested Bureau Bulletin be sent to all investigative employees. Appropriate manual changes are also attached.

The Executives Conference today unanimously approved the attached Bureau Bulletin and proposed changes in the Handbook and Manual of Instructions with Messrs. Tolson, Belmont, Clegg, Glavin, Harbo, Ladd, Mohr, Nichols, Sizoo, Tracy and Rosen in attendance.

ABE:FCB:pdw:ls

Respectfully,  
For the Conference

Attachments

cc-Mr. Clegg  
Mr. Mohr

Clyde Tolson

RECORDED - 91

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OCT 2 1950

REC'D - AGRONAUTICS DIVISION

Tolson \_\_\_\_\_  
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52 OCT 9 1950

THE DIRECTOR

September 26, 1950

W THE EXECUTIVES' CONFERENCE

INTERNAL SECURITY ACT OF 1950 (H.R. 9490)

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/11/91 BY SP-5 CPH

The Executives' Conference, consisting of Messrs. Tolson, Ladd, Glavin, Tracy, Harbo, Mohr, Rosen, Nichols, Clegg, Sizoo, and Belmont, on September 26, 1950, considered a proposed SAC Letter instructing the field as to immediate action desired as a result of the Internal Security Act of 1950 (H.R. 9490) becoming law on September 23, 1950.

This letter advises the field that further instructions and a copy of the bill will be sent to the field as soon as the policy of the Department is known and the bill is printed.

It advises the field that the Bureau must be prepared to furnish cases for prosecution under the bill and, consequently, it is necessary to bring up to date investigations in certain classes and submit reports within thirty days.

The cases proposed in this letter are not all that are subject to prosecution under the Act, but are selected cases in certain focal positions which have been followed closely and which we feel can be brought up to date promptly and presented for prosecution.

The proposed letter requires up-to-date investigative reports on all top functionaries, on Security Index subjects in defense industries, and on Security Index subjects holding Government positions. The field is further required to submit reports within thirty days on all Communist front organizations now in existence which are on the Attorney General's list. This is necessary in order that we can furnish material to the Department for presentation to the Subversive Activities Control Board.

The field is further alerted to possible violations in the propaganda field. The field is also instructed in the handling of confidential informants who may be affected by this Act.

The Executives' Conference unanimously recommended the immediate dissemination of this letter to the field in order that the Bureau will be in a position to furnish information promptly to the Department on organizations which will be considered under the Act and further in order that the most logical cases on individuals affected by the Act can be promptly presented to the Department.

In the event you approve, this letter will be disseminated at once.

Respectfully,  
For the Conference

Clyde Tolson

Tolson  
Ladd  
Clegg  
Glavin  
Nichols  
Rosen  
Tracy  
Harbo  
Belmont  
Mohr  
Tele. Room  
Nease  
Gandy

52 OCT 3 1950  
Attachment 3  
CC - Mr. H.H. Clegg  
Mr. J.P. Mohr

AHB:tlc



THE DIRECTOR

September 27, 1950

THE EXECUTIVE CONFERENCE

~~PORTABLE MAGNETIC TAPE RECORDER~~

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 9/11/91 BY SP-5 JPB

On September 26 the Executive Conference composed of Messrs. Tolson, Ladd, Glavin, Tracy, Mohr, Belmont, Rosen, Nichols, Clegg, Stapp and Harbo, considered the recommendation of the Laboratory that the Bureau purchase two portable magnetic tape recorders which are advertised as a "miniature magnetic recorder." The Conference was advised that the proposed units which are commercially available are less than half the size of any recording units which the Bureau now has, including the magnetic tape recorders which are now on order for use in the New York Office. In addition, the miniature recorders are battery-operated and thus can be used in situations where no source of electric current is available. Likewise, they will be of value in investigative situations where bulkier equipment could not easily be employed. The Conference was further advised that Mr. Belmont concurred in the Laboratory's recommendation that two such units be obtained.

The Conference unanimously recommended that the Bureau purchase two portable, battery-operated magnetic tape recorders at an approximate cost of \$205 each.

Respectfully,  
For the Conference

Glynn Tolson

DELETED  
cc-Mr. Glavin  
Mr. Mohr

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
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THE DIRECTOR

September 27, 1950

The Executives Conference

POLICY IN CONNECTION WITH CIVIL  
IDENTIFICATION FINGERPRINTS

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/11/91 BY SP-5C/BF

The Executives Conference consisting of Messrs. Tolson, Clegg, Ladd, Nichols, Rosen, Harbo, Belmont, Mohr, Sizoo, and Tracy on September 26, 1950, considered the matter of Bureau policy as to fingerprinting individuals for personal identification.

For the Director's information, the Executives Conference on April 14, 1936, recommended unanimously that "citizens communicating with the Bureau with regard to civil identification matters be advised upon receipt of fingerprint cards from the Bureau to contact their local police department for the purpose of having their prints recorded and sent to Washington." This recommendation was approved, and it is the present practice in the Justice Building and in the Identification Division building to advise individuals making inquiry by telephone or mail to arrange for the Identification Officer of the local police department to take their fingerprints. Persons on tours or calling at the Bureau personally making such requests are accommodated.

The number of requests currently received by telephone or mail in the metropolitan area of Washington is small, probably not more than one a week.

It was recommended to the Conference that in the future persons contacting the Bureau by telephone or letter from the metropolitan area of Washington be informed that the Bureau will be glad to take their fingerprints, advising them to call at the Tour Room in the Justice Building or at the Identification Division building, 2nd and D Streets, S. W., and that the taking of such fingerprints be restricted to personal identification only.

The Conference with the exception of Messrs. Ladd and Glavin recommends approval of the suggestion. Those opposing were of the opinion that there would be a considerable increase in the event the new policy were adopted and that the Bureau cannot spare the personnel to handle the anticipated increase, that word would soon spread around the city that the Bureau extends this service to citizens and that under present world conditions there would be a large increase in volume.

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

cc - Mr. Clegg  
Mr. Mohr

TT:edz

2 most certainly share  
on going basis  
RECORDED - 117  
INDEXED - 117  
OCT 2 1950  
34

Those in favor point out that the number of requests at the present time is very small, that one employee can handle 100 per day, further, that if there is a great increase, it can be discontinued at any time.

If the Director approves the majority view, appropriate instructions will be issued.

Respectfully,  
For the Conference,

Clyde Tolson

THE DIRECTOR

9/27/50

EXECUTIVES CONFERENCE

TRAINING OF AUXILIARY POLICE

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/11/91 BY SP-5 CJB/BA

The Executives Conference on 9/27/50, consisting of Messrs. Tolson, Glavin, Tracy, Harbo, Mohr, Belmont, Nichols, Rosen, Sizoo, Ladd, Nease and Clegg, gave reconsideration to the matter of providing police training for auxiliary police.

The Bureau has issued instructions to the effect that the FBI will provide the usual type of police training services for auxiliary police

1. When the auxiliary police are regularly inducted as such in the police department under the supervision of the Chief;
2. When the request for training comes from the police agency to which they are attached, and there is to be no solicitation by the Bureau;
3. The training might be given to special groups of auxiliary police or they may be intermingled with regular police classes;
4. That we will give training only in law enforcement subjects and no civil defense subjects, and the program will be based on the needs of the class.

Some recent discussion had indicated that this undertaking might be too overwhelming a job for the Bureau, and that the Bureau would get bogged down in this program. SAC Hood was opposed to the Bureau's participation in this type of training. SAC Auerbach was in concurrence with him.

Throughout World War No. II when auxiliary police were used, they worked on a part-time basis, were subject to duty a certain number of hours per week, or else were subject to call. They were assigned such duties as handling traffic, giving directions, patrolling an area, guarding a crime scene and similar elementary police functions. The Bureau received benefit from the Washington, D. C. auxiliary police when our midnight shift of girls was departing from the building, and the auxiliary police were increased to provide protection for them because so many were otherwise being accosted. To the knowledge of Mr. Hood and Mr. Auerbach, all plans that they had heard of for auxiliary police will follow the same pattern, and in most instances the auxiliary police will be assigned no routine duties until they are called upon; thus, they are to be trained and then are subject to call.

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
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Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

cc: Mr. Clegg  
Mr. Mohr  
HHC:dgh

RECORDED - 123  
INDEXED - 123

166-2554-8111  
OCT 2 1950



If war is declared, their duties would likely increase considerably with regular working schedules assigned. The auxiliary policemen are shopkeepers, clerks and citizens, generally, who volunteer for such services.

#### WASHINGTON, D. C. PLANS FOR AUXILIARY POLICE

Inspector Fondahl, FBI NA, acting in charge of Civil Defense in Washington, has advised that in Washington their plan is to recruit volunteers to a total number of 50 for each of the 14 precincts, making the total number of auxiliary police 700. Training will be given at intervals over a period of two months at mutually convenient times by the Washington, D. C. Police. When an applicant volunteers to be considered, he must be between 21 and 55 years of age, at least 5'6" in height, must take a loyalty oath, and sign the non-Communist affirmation. They will automatically eliminate those with police and traffic records as shown in the police department. They will take their fingerprints and forward them to the FBI, and eliminate any others with undesirable records as shown by this search. They will be investigated by the officers of the individual precincts in which the auxiliary police reside. They will be required to attend at least 50% of the training sessions as scheduled. In Washington, due to the local laws, they can be granted no police authority except in case of war, riot or insurrection; thus, they will make no arrests and probably will carry no firearms. They more or less will be patrolmen and guardians of the peace.

#### EXECUTIVES CONFERENCE CONSIDERATION:

Mr. Harbo felt that this undertaking might be too burdensome on the Bureau with all of its other responsibilities, and he recommended that field offices be authorized to have an Agent appear before these schools only for the purpose of discussing "FBI Jurisdiction."

Messrs. Mohr, Rosen and Nease were opposed to participating in these police training programs, pointing out that Mr. Harbo's suggestion was that the Bureau be permitted to speak before these schools, and that this was not a training subject.

Based on the figure of 700 auxiliary police for Washington, D. C., which is approximately one-third of the Washington police manpower, and since there are approximately 140,000 police in the United States, there would be, it is estimated, less than 50,000 auxiliary police. This figure can probably be greatly reduced due to the fact that small towns, rural areas and sheriffs' offices will have no occasion to use auxiliary police. It was also felt by some of those in favor of continuing the announced policy that there would be a reasonable expectancy that a considerable amount of this training would be given after hours when the volunteer auxiliary police are not at their regular jobs.

Those favoring continuing the policy as announced were

Messrs. Glavin, Tracy, Belmont, Sizoo and Glegg. Mr. Tracy felt that the Field should again be cautioned that they were not to pledge assistance beyond their ability to handle the job without materially neglecting more essential functions; and also it might be pointed out that probably a great deal of the training would be done on a voluntary basis after hours.

Respectfully,  
For the Conference

*I agree with  
Harris*

Clyde Tolson

*9-27*

*I agree with Tolson &  
Harris which I gather  
is the view also of  
Mohr, Rosen & Nease*

cc - Mr. Ladd  
Mr. Rose  
Mr. Pennington  
Mr. Ransstad

DIRECTOR

September 28, 1950

EXECUTIVES CONFERENCE

~~SELECTIVE SERVICE ACT OF 1948~~  
~~MANUAL AND HANDBOOK OF CHIEFS~~

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/11/91 BY SP-5 CJP/NO

Inasmuch as the Criminal Division has recently advised that the provisions of Public Law 431, 78th Congress, Sections 130 (a) (1) and 501 (j), Title 5, United States Code, apply to the Selective Service Act of 1948, an addition has been prepared to Section 90, Manual of Instructions, and Chapter 60, Part IV, FBI Handbook, so that the Field may be instructed in the handling of cases wherein Public Law 431 is declared applicable by the appropriate United States Attorney.

Public Law 431 provides for the automatic expatriation of any citizen of the United States who departs from, or remains outside of, the country during time of war or national emergency for the purpose of avoiding or evading military service, and prohibits re-entry into the United States of any alien who departed from the United States for the same purpose.

Recommendation:

That the attached additions to the Manual of Instructions and Handbook be approved.

The Executives Conference today unanimously approved the attached additions to the Manual of Instructions and Handbook with Messrs. Tolson, Belmont, Clegg, Glavin, Harbo, Ladd, Mohr, Nichols, Sizoo, Tracy and Rosen in attendance.

Attachment  
HLS:jjs

cc - Mr. Clegg  
Mr. Mohr

Respectfully,  
For the Conference

DEC. 10 - 1950

Clyde Tolson

RECORDED - 127

INDEXED - 127

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OCT 2 1950

Tolson  
Ladd  
Clegg  
Glavin  
Nichols  
Rosen  
Tracy  
Harbo  
Belmont  
Mohr  
Tele. Room  
Nease  
Gandy

39 OCT 4 1950

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED EXCEPT  
WHERE SHOWN OTHERWISE

EXEMPTED FROM AUTOMATIC  
DECLASSIFICATION  
AUTHORITY DERIVED FROM:  
FBI AUTOMATIC DECLASSIFICATION GUIDE  
EXEMPTION CODE 25X(1)  
DATE 05-20-2011

Per letter dated 4/12/2011

THE DIRECTOR

September 27, 1950

THE EXECUTIVES CONFERENCE

~~SECRET~~

~~PURCHASE OF RECORDING EQUIPMENT AND OTHER EQUIPMENT  
WHICH MAY BE USED IN CONNECTION WITH WIRE TAPPING~~

Classified by 6/11/91  
Declassify on: OADR

On September 26, the Conference composed of Messrs. Tolson, Ladd, Glavin, Tracy, Mohr, Belmont, Rosen, Nichols, Clegg, Sizoo, and Harbo, was advised that Mr. [redacted] of the U. S. Recording Company had told Mr. [redacted] of the Laboratory that a rather substantial amount of recording equipment which he had sold to other Government agencies had been handled in such a way as not to indicate on the records that they were sold to Government agencies. The Director inquired how this was accomplished.

Mr. [redacted] has informed Mr. [redacted] that such concealment is accomplished by two principal methods, as follows:

2) A second method of concealment is that of having the invoices addressed to the Government agents reflect on the face thereof entirely different equipment from that actually delivered. As an example, [redacted] confidentially showed [redacted] a voucher paid by the Treasury Department calling for "office monitoring equipment" which in this instance actually represented sound recording equipment.

The Conference feels that since it is public knowledge that we do tap wires in certain highly selected cases and under restrictions which have been publicly announced, we should have no hesitancy in acknowledging to a Congressional committee that we have purchased the equipment which is necessary to carry on this proper and legitimate activity.

The Conference unanimously recommends that the Bureau continue to purchase technical equipment by the standard Government purchasing procedures it has employed in the past, i. e., through solicitation of bids and the awarding of the contract to the lowest bidder.

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

cc - Mr. Clegg  
Mr. Mohr

~~SECRET~~  
RECEIVED  
APPEAL #  
CIVIL ACT. #  
E.O. # 12356  
DATE 6/11/91 BY [redacted]

Respectfully,  
For the Conference

RECORDED 82  
INDEXED 82  
EX-29

(S)



THE DIRECTOR

September 27, 1950

THE EXECUTIVES CONFERENCE

W  
✓ AUTOMOBILE RADIO EQUIPMENT  
INDIANAPOLIS DIVISION

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/11/91 BY SP-5 CJB

On September 26, the Conference composed of Messrs. Tolson, Ladd, Glavin, Tracy, Mohr, Belmont, Rosen, Nichols, Clegg, Sizoo and Harbo, considered the request of the Indianapolis Office for one 2-way FM automobile unit to operate on the frequency of the Indiana State Police. The SAC desired such a unit for installation in a Bureau automobile in order to facilitate coordination of operations with the State Police when a group of FBI Agents and State Police are working jointly on a fugitive case. The SAC cited three fugitive cases involving kidnaping, bank robbery, and assaulting Federal officer, in which the State Police cooperated with Bureau Agents, and advised that the requested equipment would have been very valuable in those illustrative instances. The material submitted in justification of his request by the SAC was reviewed by a committee composed of Messrs. Glavin, Rosen and Harbo, who recommended favorably.

The Conference unanimously recommends that one 2-way FM automobile radio unit to furnish communication with the Indiana State Police be furnished the Indianapolis Office at an approximate cost of \$500.

*[Signature]*  
Respectfully,  
For the Conference

Clyde Tolson,

ETH:AV

cc-Mr. Clegg  
Mr. Mohr

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
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Gandy \_\_\_\_\_

RECORDED - 125

INDEXED - 125

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*[Handwritten: 6-2551-8114]*  
OCT 2 1950  
12  
*[Handwritten: RH]*

52 OCT 3 1950

THE DIRECTOR

9/26/50

EXECUTIVES CONFERENCE

TRAINING COURSES FOR NEW AGENTS

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/11/91 BY 9-1010P

The Executives Conference on 9/26/50, consisting of Messrs. Glavin, Tracy, Harbo, Mohr, Belmont, Rosen, Nichols, Sizoo, Ladd and Clegg, considered the training courses for New Agents.

At present on a six-day week basis, the Special Agents (E) who are graduates of the FBI National Academy are provided a five-weeks' course. Due to the experience of these men and their previous training in firearms and arrest techniques, this was believed to be the minimum.

For the Special Agents who are graduates of law schools (and Special Agents (A)), the present course on a six-day week basis continues for a period of six weeks.

In view of the much larger percentage of New Agents who will be appointed who have had no legal training, it was recommended that the New Agents' courses for the Special Agents (E), except FBI NA Graduates which should remain five weeks, and the Special Agents either law trained, accounting trained or possessed with a college degree, should be for seven weeks on a six-day basis; and that the added week should be devoted largely to the subjects of Evidence, Federal Procedure, Moot Court, Testifying, Constitutional Law, the Bill of Rights, Laws of Arrest and Searches and Seizures. This was unanimously approved by the Conference as being important and necessary.

There is attached hereto a revised work sheet for this purpose.

Respectfully,  
For the Conference

Clyde Tolson

Tolson cc: Mr. Clegg  
Ladd Mr. Mohr  
Clegg  
Glavin  
Nichols Attachment  
Rosen  
Tracy  
Harbo PHG:dgh  
Belmont  
Mohr  
Tele. Room  
Nease  
Gandy

RECORDED

INDEXED

OCT 2 1950

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THE DIRECTOR

September 26, 1950

THE EXECUTIVES' CONFERENCE

~~COMMUNIST PARTY, USA~~

~~MEMBERSHIP~~

INTERNAL SECURITY - C.

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/11/91 BY SP-5 EJP/DM

The Executives' Conference, consisting of Messrs. Tolson, Ladd, Glavin, Tracy, Harbo, Mohr, Rosen, Nichols, Clegg, Sizoo, and Belmont, on September 26, 1950, considered a proposed Bulletin instructing the field to be alert, through its confidential informants and other coverage, for any information concerning the results of Communist Party reregistration on a country-wide basis which is taking place at the present time. The Bureau will need the results of this registration to assist us in arriving at an appropriate figure as to membership in the Communist Party on a current basis.

The Executives' Conference unanimously recommended this Bulletin. In the event you approve, it will be disseminated.

Respectfully,  
For the Conference

OK  
Clyde Tolson

Attachment

CC - Mr. H. H. Clegg  
Mr. J. P. Mohr

AHB:t1c

RECORDED - 57  
INDEXED - 57

165-2514-8116  
OCT 2 1950

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

63 OCT 5 1950

cc: Mr. Ladd  
Mr. Rosen  
Mr. Hargett  
Mr. Schmidt

The Director

September 28, 1950

The Executives Conference

~~ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/11/91 BY SP-5 CJP/~~

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/11/91 BY SP-5 CJP/

On this date the Executives Conference considered the issuance of a new savings and loan association poster to be distributed to all savings and loan associations insured by the Federal Savings and Loan Insurance Corporation. All such associations are now covered by the Federal Bank Robbery and Incidental Crimes Statute in view of the amendment to the statute approved August 3, 1950. It was proposed that the new poster together with a letter pointing out preventive steps and steps which could be taken to assist the Bureau in connection with violations be sent to all savings and loan associations now covered by the statute.

On March 23, 1950, a bank robbery poster together with a similar letter as to protective and preventive measures was distributed by the Bureau to all banks covered by the statute. Since the amendment to the statute covers savings and loan associations have in mind as to whether or not the Bureau could issue a new savings and loan association poster.

The new poster which has been prepared uses the term "savings and loan association" in place of the term "bank". This follows the provisions of the amended statute since the statute as amended redefines the term "bank" and adds a new section defining the term "savings and loan association".

The Executives Conference recommended that the new poster utilize the following phrase: "To rob, burglarize or steal from this savings and loan association is a Federal offense". Consideration was given to issuing a consolidated poster for both banks and savings and loan associations but it was pointed out that the banks already are in possession of the bank robbery poster and that many banks would not desire to display a poster carrying the words savings and loan association on the poster. As noted above, the savings and loan associations desire a poster specifically referring to savings and loan associations.

The protective and preventive letter which will be used as a cover letter to transmit the poster to all insured savings and loan associations is marked personal and confidential - not for release.

Olson  
Ladd  
Legg  
Lavin  
Nichols  
Rosen  
Tracy  
Harbo  
Mohr  
Tele. Room  
Nease  
Gandy

cc: Mr. E. H. Clegg  
Mr. Mohr

Attachment  
Loren

51 OCT 4 1950

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EX-100

OCT 2 1950

JMS



Letter to the Director

and will go out over the signature of the Director. The letter lists protective and preventive measures similar to those set forth in Bureau letter of March 23, 1938, to all banks; however, references to the term "bank" are deleted and in its place the term "association" or "institution" is used.

Sufficient copies of the letter and poster will be transmitted to all Special Agents in Charge. The letter and the poster will then be called by the Special Agents in Charge to cover 2969 savings and loan associations coming within the purview of the statute. A list of insured savings and loan associations has been secured from the Federal Savings and Loan Insurance Corporation and is being forwarded by the Washington Field Office to each division so that the appropriate distribution can be made.

This was unanimously approved by the Executive Conference. Those in attendance were Cagaro, Tolson, Belmont, Clegg, Glavin, Harbo, Ladd, Mohr, Nichols, Sizoo, Tracy and Rosen.

Respectfully,  
For the Conference

Glyde Tolson

THE DIRECTOR

September 27, 1950

THE EXECUTIVES CONFERENCE

~~NATIONAL SECURITY RESOURCES BOARD~~  
~~APPLICANT INVESTIGATIONS~~

*min*  
The Executives Conference today, with Messrs. Belmont, Clegg, Glavin, Harbo, Mohr, Nease, Sizoo, Tracy and Rosen in attendance, unanimously approved the attached Bureau Bulletin issuing appropriate instructions to the field changing the deadline on applicant investigations for the National Security Resources Board in order that the investigations will be completed within thirty days instead of sixty days.

Respectfully,  
For the Conference

*RZ*  
Clyde Tolson

Attachment

AR:LS

cc-Mr. Clegg  
Mr. Mohr

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INDEXED - 43

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166-2554-8118

OCT 2 1950

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3 22 31 24

REC'D - LOYALTY OFFICE

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
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Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

54 OCT 3 1950

THE DIRECTOR

9/28/50

THE EXECUTIVES CONFERENCE

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/11/91 BY SP-5/bmf

The Executives Conference consisting of Messrs. Tolson, Clegg, Ladd, Nichols, Rosen, Harbo, Belmont, Sizoo, Mohr and Tracy, considered a question of policy concerning the Identification Division in response to subpoenas for criminal records to be utilized in connection with civil actions only.

A subpoena dated September 21, 1950 was issued by the Municipal Court for the District of Columbia to the Chief, Criminal Records Division, Federal Bureau of Investigation, for September 22, 1950 at 9:00 a.m., requesting the production of criminal records of [redacted] Harry Kaslo (age 55), Eli Ebino (age 65) and [redacted] with aliases [redacted] (age 23.) The subpoena was issued at the request of the attorney for the defendant, [redacted]. The defendant is one [redacted] and the plaintiff is [redacted]. A representative of the Identification Division appeared at the Municipal Court at 9:00 a.m. on September 22 and it was ascertained that the defendant's attorney, [redacted] was absent due to illness and the case has been postponed temporarily.

b6  
b7C

A search has been made of the name files in the Identification Division of the four individuals listed in the subpoena but no criminal records for these individuals were located. The question presented is whether the Bureau should produce fingerprint records or information obtained from a search of the records of the Identification Division in a civil case as a matter of policy. The Conference was advised that even though no criminal records were located, in the event a representative of the Identification Division testified to the fact that no criminal records could be located, that might very well be a material fact at issue in the trial and may be exactly what the defendant or perhaps the plaintiff desires in the way of testimony. Furthermore, there is a possibility that if the representative of the Identification Division appears and testifies, it would then become apparent to the Judge and the attorneys present that the only proper way to make a search of the criminal records would be to fingerprint the individuals named in the subpoena and have those fingerprints searched through the Technical Section of the Identification Division. The next step would probably then be a request for the results of such an actual check of the fingerprint records.

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

The Conference was unanimously of the opinion that it would be undestirable for a representative of the Identification Division to appear in court and testify concerning information obtained by a search

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INDEXED - 122

OCT 3 1950

819

JPM:DW  
OCT 3 1950

of the name files of the Identification Division or to produce criminal records in connection with a civil suit and that the policy should be established of proceeding under Departmental Order 3229. Departmental Order 3229, which has been issued by the Attorney General, instructs that whenever an officer or employee of the Department is served with a subpoena duces tecum to produce any official files, documents, records or information, he should at once inform his superior officer of the requirement of the subpoena and ask for instructions from the Attorney General. If in the opinion of the Attorney General circumstances or conditions make it necessary to decline in the interest of public policy to furnish the information, the officer or employee on whom the subpoena is served will appear in court in answer thereto and courteously state to the court that he has consulted the Department of Justice and is acting in accordance with instructions of the Attorney General in refusing to produce the records or furnish the information requested.

The Executives Conference unanimously recommends therefore that this matter be immediately submitted to the Attorney General for his opinion as to the proper action to be taken by the Bureau in this matter. In the event the Attorney General is of the opinion that the Bureau should stand on Departmental Order 3229, then the U. S. Attorney's Office in the District of Columbia should be consulted with a view to first having them contact the defense attorney, [redacted] and advise him of the confidential nature of the Bureau's records and that the U. S. Attorney's Office intends to stand on Departmental Order 3229 unless the defense attorney withdraws the subpoena. In the event the attorney refuses to withdraw the subpoena, then a representative of the Identification Division, either Mr. Tracy or Mr. Quinn Tamm, should appear in answer to the subpoena with a representative of the U. S. Attorney's Office present in court and respectfully decline to furnish any information from the Identification Division records under Departmental Order 3229. b6 b7C

There is attached for your approval an appropriate memorandum to the Attorney General in connection with this matter.

Respectfully,  
For the Conference

Clyde Tolson

CC - Mr. Clegg



THE DIRECTOR

September 18, 1950

THE EXECUTIVES CONFERENCE

RADIO STATION - ST. LOUIS OFFICE

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/11/91 BY SP-5CJ/BM

The St. Louis Office was requested to reconsider the question of whether existing conditions in that territory warranted the installation of a 250 Watt FM radio station with attendant remote receivers and to furnish the Bureau pertinent information to enable reaching a decision. On September 18, the Conference was advised that St. Louis is now requesting the installation of such a radio station in the office. There is an average of 30 Bureau automobiles operating in the St. Louis metropolitan area daily. This office has 53 Agents and all but 5 of them are usually working in the metropolitan area. St. Louis states "the number of surveillances conducted by this office is probably average" and that telephone facilities in outlying areas "is considered good and no cases of difficulty have been reported in the location of available telephones."

The automobiles equipped with two-way radios in this office have been used in conjunction with the portable 60 Watt transmitter and the service of this equipment during the operation of surveillances has been generally adequate, however, with the prospect of an increase in the Bureau's activity in the future, the St. Louis office requests the installation of a 250 Watt Central Radio Station.

This office has a large volume of applicant type investigation consisting largely of leads from other offices to check military records. The volume and importance of general criminal cases and Security cases is not considered such as to warrant the installation at this time of a 250 Watt radio station. The Conference considered the fact that St. Louis is the ninth largest metropolitan area in the United States but feels that the other factors mentioned above do not justify the installation. If the Director concurs, St. Louis will be so advised.

Present at the Conference were Messrs. Tolson, Ladd, Tracy, Callahan, Mohr, Belmont, Rosen, F.H. McIntire, Sizoo and Harbo.

cc - Mr. Clegg  
Mr. Mohr

RECORDED - 4

INDEXED - 4

What larger offices &  
what smaller offices have  
such equipment?

REH:IT

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
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Tele. Room \_\_\_\_\_  
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Gandy \_\_\_\_\_

52 OCT 6 1950

EX-100

Memo Director

9/18/50

Page 2

For the Director's information the initial installation would cost approximately \$9,000 plus approximately \$6,000 for 12 additional two-way automobile units. Thereafter the annual cost for operation, maintenance and depreciation, including the salary of a clerical radio dispatcher, would amount to approximately \$6,500.

Respectfully,  
For the Conference

Clyde Tolson

THE DIRECTOR

September 22, 1950

THE EXECUTIVES CONFERENCE

250-watt FM Radio Station - St. Louis Office

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/11/96 BY SP-5C/PT

On September 18, the Conference composed of Messrs. Tolson, Ladd, Tracy, Callahan, Mohr, Belmont, Rosen, F. N. McIntire, Sizoo, and Harbo, considered the request of the St. Louis Office for the installation of a 250-watt FM radio station with attendant remote receivers. Mr. Morris advised there is an average of 30 Bureau automobiles operating in the St. Louis metropolitan area daily. This office has 53 Agents and all but 5 of them are usually working in the metropolitan area. SAC Morris stated "the number of surveillances conducted by this office is probably average" and that coverage by telephone facilities in outlying areas "is considered good and no cases of difficulty have been reported in the location of available telephones." This office presently has 8 automobiles equipped with 2-way radio and 4 additional such units are on order, which will make a total of 12 units in the near future. SAC Morris advised that the automobiles so equipped have been used in conjunction with the portable 60-watt transmitter and the service of this equipment during the operation of surveillances has been generally adequate; however, based on the prospect of an increase in the Bureau's activity in the future, Morris requests the installation of a 250-watt central radio station.

The following list shows the 12 largest metropolitan areas in the United States, according to latest population figures; the number of Agents assigned, and the cases pending in each of the offices:

Metropolitan Area	Population	Number of Agents	Cases Pending
New York	12,833,113	511	5,989
Newark		125	1,921
Chicago	5,494,129	208	2,275
Los Angeles	4,330,962	232	3,322
Philadelphia	3,651,730	150	1,785
Detroit	2,997,417	109	1,730
Boston	2,353,360	96	1,709
San Francisco	2,213,461	210	2,418
Pittsburgh	2,192,070	71	1,227
St. Louis	1,674,423	53	1,618
Cleveland	1,457,559	92	1,467
Washington	1,452,319	259	1,708
Baltimore	1,226,259	87	1,358

Offices now having 250-watt central radio stations.  
Offices for which 250-watt central radio station has been approved and equipment on order.

RECORDED - 82

INDEXED - 82

EX-29

540CP-1950



Memo for the Director

250-watt radio stations are already operating in Newark, New York, Chicago, Los Angeles, Philadelphia, Detroit, San Francisco, Washington, and Baltimore. The necessary equipment for such stations is on order for Boston, Pittsburgh, and Cleveland. Delivery of the equipment is expected within the next 30 days and the stations will be installed as soon as possible thereafter. Of the cities in the foregoing list, only St. Louis is not provided for in recent plans for installation of 250-watt stations.

Miami, with a population of 246,583, already has a 250-watt radio station. This office has 61 Agents and 959 pending cases. Equipment is on order for an installation in Albuquerque, which has a population of 97,912, 39 Agents, and 705 pending cases.

The installation in Albuquerque was recommended largely because of the needs for improved communication facilities in the area where a large volume of atomic energy activities are centered. The installation in Miami was based primarily on the large black population in that area and the attendant influx of notorious criminals, which placed a heavier investigative burden upon the office.

It is noted that St. Louis has only 52 Agents assigned, but has a pending case load of 1,818. Moreover, this office has a large volume of applicant-type investigations, consisting largely of leads from other offices to check military records, and an analysis of the monthly administrative reports for August disclosed that the volume and importance of general criminal cases and Security cases is now such as to warrant the installation at this time of a 250-watt radio station. For the Director's information, the initial installation would cost approximately \$9,000 for the central station and the remote receivers, plus approximately \$6,000 for 12 additional two-way automobile units. Thereafter, the annual cost for operation, maintenance, and depreciation, including the salary of a clerical radio dispatcher, would amount to approximately \$6,500.

In view of the rather small number of Agents assigned to the St. Louis office, the nature of the investigative case load, and the fact that generally adequate records have been obtained thus far with the use of the portable 60-watt transmitter, the Conference unanimously recommended against the installation of the requested radio station at St. Louis. If the Director approves the Conference recommendation, the St. Louis Office will be so advised.

Respectfully,  
For the Conference

Glyde Tolson.

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
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Glavin \_\_\_\_\_  
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THE DIRECTOR

September 27, 1950

The Executives Conference

ALL INFORMATION CONTAINED

HEREIN IS UNCLASSIFIED

DATE 6/11/97 BY SP-5C/PAV

FINGERPRINT CARD SUGGESTION OF  
SPECIAL AGENT [REDACTED]

PHILADELPHIA OFFICE

The Executives Conference consisting of Messrs. Tolson, Clegg, Ladd, Nichols, Rosen, Harbo, Belmont, Mohr, Sizoo, and Tracy on September 26, 1950, considered a suggestion of Special Agent [REDACTED] Philadelphia Office.

b6  
b7C

Agent [REDACTED] stated that it is often difficult and in some cases impossible to prove that a witness or a defendant taking the stand in Court has a prior record for a felonious conviction and that it is necessary to bring into Court, witnesses and certified copies of convictions to prove that the individual or a witness whose veracity is questioned is identical with the person previously convicted. He therefore suggested that a special fingerprint card be used containing a special statement to be printed on the reverse side of the card certifying that the individual whose photograph and fingerprints appear on the reverse side of the card was convicted in a particular Court on a certain date, that the convicted person at the time of conviction shall be requested to sign this special statement.

It was pointed out to the Conference that proof of identity would not be established by the use of such a special fingerprint card and signed statement, that positive proof of identity would still have to be made in such cases by a comparison of the fingerprints by a fingerprint expert in addition to the testimony of the individual taking the institution print. Such a statement might be of assistance in cases where a defendant is placed on probation or given a suspended sentence; however, proof of identity in such cases is now accomplished by identifying the individual with the arrest fingerprint card.

So far as the Bureau is concerned, the suggestion would require the handling of an extra fingerprint card in the case of all convictions, and it is felt that the extra burden and extra cost to the Bureau would not justify the adoption of the suggestion.

The Conference unanimously recommends against the adoption of the suggestion of Agent [REDACTED] and if the Director approves, there is attached a letter to Agent [REDACTED] thanking him for his interest in making the suggestion.

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Attachment  
cc - Mr. Clegg  
Mr. Mohr

SJT:eda

Respectfully,  
For the Conference,

RECORDED - 84  
INDEXED - 84  
Clyde Tolson

X-26

54 OCT 4 1950

THE DIRECTOR

September 28, 1950

THE EXECUTIVES' CONFERENCE

COMPLAINTS AND PROSECUTIONS OF VIOLATIONS OF LAWS RELATING TO ATOMIC ENERGY, ESPIONAGE, SABOTAGE, AND KINDRED OFFENSES, DEPARTMENTAL INSTRUCTIONS TO UNITED STATES ATTORNEYS AND MARSHALS AND THE DIRECTOR OF THE FEDERAL BUREAU OF INVESTIGATION

On September 28, 1950, the Executives' Conference, consisting of Messrs. Tolson, Ladd, Tracy, Harbo, Mohr, Rosen, F. H. McIntire, Sizoo, Nichols, and Belmont, considered a proposed SAC Letter advising the field of the contents of Supplement No. 4 to Circular No. 3339, directed to United States Attorneys and Marshals and the FBI, setting forth policy to be followed in connection with the recent Presidential Directive concerning espionage, sabotage and subversive activities.

The proposed letter sets forth the Departmental instructions verbatim and advises the field that these instructions do not change in any way existing Bureau instructions regarding the referral of such matters to the Bureau prior to presentation to the United States Attorney.

The Executives' Conference unanimously recommended sending this letter to the field. In the event you approve, it will be disseminated.

Respectfully,  
For the Conference

Clyde Tolson

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HEREIN IS UNCLASSIFIED  
DATE 6/11/71 BY SP-5C/pab

Attachment

CC - Mr. H. H. Clegg  
Mr. J. P. Mohr

RECORDED - 43  
INDEXED - 43  
EX-29

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Tolson \_\_\_\_\_  
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OCT 5 1950

THE DIRECTOR

September 29, 1950

THE EXECUTIVES CONFERENCE

ALL INFORMATION CONTAINED

HEREIN IS UNCLASSIFIED

DATE 6/11/91 BY SP-SCI/BJE

The Executives Conference of September 27, 1950, consisting of Messrs. Tolson, Tracy, Harbo, Mohr, Belmont, Nichols, Rosen, Ladd, Clegg, Sizoo, Nease and Glavin was advised by memorandum dated September 21, 1950, to the Director from Mr. Andretta, Administrative Assistant Attorney General to which he attached a copy of a letter from the Assistant Director for Administrative Management of the Bureau of the Budget requesting a listing of management specialists. Andretta points out that the list is to be used to establish a central file of names of specialists who may be made available to help solve problems in any of the agencies of the Government where temporary help is needed and Andretta requests to be furnished with the Bureau's list no later than October 9, 1950.

It was pointed out to the Conference that the communication from Andretta states in brief that the Budget Bureau has been working for some time with agencies on the development of various means for the exchange of information on management techniques. Andretta was advised that the Budget Bureau had distributed a newsletter telling of ways that agencies have found to improve operations, reduce costs, or solve common management problems. They point out that other projects have been planned, but after taking stock of the situation, the Budget Bureau is going ahead with the one of the exchange projects. They feel that it is particularly timely in an emergency period to have a central file of names of specialists in handling various management problems and that the file will consist of names of persons who may be made available to help solve problems in any of the agencies of the Government where temporary help is needed. The assistance needed may vary in amounts of time required from a phone call or lunch hour arrangement to a short reimbursable detail. The communication goes on to point out that to get the central file started each agency should send to the Budget Bureau the names of persons in that agency who are particularly skilled in solving specialized management problems. Each name should be accompanied by a brief indication of the person's field of competence, typical projects accomplished, situations handled, or publications or reports prepared. They state that if the Department would rather furnish a complete list of these people, the Department could supply the Budget Bureau with the names of key persons who are familiar with the people who are outstanding in particular management fields.

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CC - Mr. H. H. Clegg

Mr. Mohr

WBA:JC  
Attachment

RECORDED - 80

INDEXED - 80

EX-26

66-2551-8124

Memorandum for the Director (Continued)

The Bureau of the Budget also forwarded a mimeographed statement concerning a proposal for listing of specialists in management which goes into detail concerning the use to which these specialists would be put. The statement includes a classification outline for the listing of such specialists. It goes into such matters as policies and programs, organization, methods and procedures, budget and fiscal, personnel, issuances, management reporting and periodic review, administrative office services, external relations, committees, boards, and conferences and others.

The Conference unanimously recommended that a communication go forward to Andretta stating that the Bureau has no one available for such temporary assignments under this program.

In the event the Director is in agreement with the Conference recommendation, the attached communication should go forward to Andretta.

Respectfully,  
For the Conference

Glyde Tolson

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cc - Mr. Ladd  
Mr. Rosen  
Mr. Hargett  
Mr. Clements

THE DIRECTOR

September 23, 1959

12. 1959

SUBJECT: IMMIGRATION;  
POSITIVE OF IDENTIFICATION  
AS WELL AS OTHER MATTERS

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED

DATE 6/11/91 BY SP-5 CJP/PM

RECEIVED

## Executive Conference

To correct instances of the attached proposed Bureau Bulletin designed to reduce errors of form and substance in fugitive investigations, effect the most rapid turnover possible, increase accomplishments, and at the same time continue in active and cooperative work. Reinstatement of a 30-day deadline for handling fugitive leads is included.

DETAILS

Volume of general fugitive investigations reached an all-time high in 1952. Additional volume is expected from the Bureau's expanded activity in Fugitive Telen, of course and substantial increases in Detective Service and Secretary fugitives and certain to follow increased defense mobilization. The Bureau may considerably have come volume of fugitives in occurring cases. To meet our obligations, increase accomplishments, and, at the same time, continue investigating and cooperative turnover, we must effect the most rapid turnover possible in these cases and keep the number of active cases at any given time at a minimum. These aims can best be accomplished by the expeditious handling of leads, elimination of costly errors, and by making the most of investigative aids now available.

The proposed Bulletin incorporates:

- (1) A review of the fugitive program generally.
- (2) Reinstatement of a 30-day deadline for all fugitive leads.
- (3) A discussion of the importance of original information.
- (4) Reiteration of instructions regarding preparation and most effective use of identification orders, Wanted Flyers and other investigative aids.
- (5) A discussion of fugitive statistics.
- (6) A discussion of frequent errors, with current citations to be used as guides in elimination of errors.

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cc - Mr. Clegg

RECORDED - 90

RECORDED

75 OCT 5 1959

ORIGINAL COPY FILED IN 66-277-42

MEMO FOR THE DIRECTOR

Issuance of the Bulletin is most timely in view of the curtailment of In-Service Training Schools and the intensified New Agent Training Program. A Bulletin is more appropriate than an SAC Letter since matters treated will be brought directly to the attention of all Special Agents. Individual copies in the hands of Resident Agents, Agents on road trips, and otherwise, should be of assistance for ready reference in investigations and in the dictation or rough drafting of correspondence. A substantial reduction of errors is most important.

RECOMMENDATION

That the attached proposed Bulletin be approved. Notwithstanding the increased tempo in other phases of the Bureau's work, we cannot for a moment relax our efforts to discharge our responsibility in a commendable manner and to attain even greater accomplishments in the fugitive field.

Those in attendance at the conference on September 26, 1950, were Messrs. Tolson, Belmont, Clegg, Glavin, Harbo, Ladd, Mohr, Nichols, Sizoo, Tracy and Rosen.

All were in favor of transmitting the recommendations in the proposed bulletin to the field with the exception of the reinstitution of a thirty-day deadline for all fugitive leads. It was felt that in view of the present personnel requirements we could not require that a thirty-day deadline be put in effect as to the investigation of leads in all fugitive cases. This was to be considered at a later date some time after January 1. Mr. Rosen believes that the thirty-day deadline should be reinstituted immediately if we are to meet last year's statistical accomplishments.

The Bulletin has been written in accordance with the views of the majority, in the event you approve.

Respectfully,  
For the Conference

Clyde Tolson

Mr. Tolson \_\_\_\_\_  
Mr. E. A. Tamm \_\_\_\_\_  
Mr. Clegg \_\_\_\_\_  
Mr. Glavin \_\_\_\_\_  
Mr. Ladd \_\_\_\_\_  
Mr. Nichols \_\_\_\_\_  
Mr. Rosen \_\_\_\_\_  
Mr. Tracy \_\_\_\_\_  
Mr. Egan \_\_\_\_\_  
Mr. Gurnea \_\_\_\_\_  
Mr. Harbo \_\_\_\_\_  
Mr. Mohr \_\_\_\_\_  
Mr. Pennington \_\_\_\_\_  
Mr. Quinn Tamm \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Mr. Nease \_\_\_\_\_  
Miss Gandy \_\_\_\_\_

THE DIRECTOR

September 28, 1950

THE EXECUTIVES' CONFERENCE

~~DETCON~~

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED

DATE 4/11/91 BY SP-5 CJB

On September 28, 1950, the Executives' Conference, consisting of Messrs. Tolson, Ladd, Tracy, Harbo, Mohr, Rosen, F. H. McIntire, Sigoo, Nichols, and Belmont, considered a proposed SAC Letter instructing that the field advise within two weeks what action they have taken on the Bureau instructions under the Detcom Program; that these plans be reduced to writing and be submitted to the Bureau.

The proposed letter requires the field to set forth in detail the steps which have been taken under the Detcom Program and will serve as a follow-up on prior Bureau instructions and enable the Bureau to ascertain whether the field has properly followed these instructions. In addition, the letter instructs the SACs to instruct the Agents in the field divisions of the procedures to be followed under the Detcom Program, with the exception of certain confidential items. It is felt necessary to acquaint the Agents in the field with those phases of the program which the Agents will be required to know in advance to enable the program to function efficiently under emergency conditions.

The Executives' Conference unanimously recommended that this letter be sent to the field. In the event you approve, it will be disseminated.

Respectfully,  
For the Conference

Clyde Tolson

Attachment

CC - Mr. H. H. Clegg  
Mr. J. P. Mohr

AHB:tlc

RECORDED - 89

INDEXED - 89

66-2134-8122  
OCT 13 1950

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50 OCT 6 1950

THE DIRECTOR

September 27, 1950

The Executives Conference

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 4/11/91 BY SP-5 C/BK

The Executives Conference consisting of Messrs. Tolson, Clegg, Ladd, Nichols, Rosen, Harbo, Belmont, Sizoo, Mohr, and Tracy on September 26, 1950, considered a suggestion from the Identification Division.

An employee suggested that a large manila window envelope (9 1/2" x 12 1/2") replace the closed manila envelope presently used in the transmission of identification records from the Identification Division.

For the Director's information, when there are several records being sent to one department or agency, large-size envelopes are used and the use of a window envelope will obviate the necessity of typing addresses to a great extent. Two typists are now used and it will be possible to eliminate the services of one typist if the suggestion is adopted. Regular printed address slips are used in the Identification Division and one of these slips would be dropped inside the manila envelope and stapled under the window area.

This suggestion was made a few years ago; however, the large-size window envelopes were not available at that time. The price of the large-size window envelopes is fifty cents per thousand higher than regular envelopes and considerably more than this amount would be saved by the elimination of the typist.

The Conference unanimously recommends approval of the suggestion.

Respectfully,  
For the Conference,

Glyde Tolson

cc - Mr. Clegg  
Mr. Mohr

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
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OCT 9 1950

55 OCT 10 1950



Clyde Tolson

cc - Mr. Clegg  
Mr. Mohr

October 4, 1950

The Executives Conference

3:27:edn

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/11/91 BY SP-5 C/P/H

The Executives Conference consisting of Messrs. Tolson, Ladd, Nichols, Rosen, Glavin, Harbo, Belmont, Sizoo, Mohr, and Tracy considered on October 2, 1950, an inquiry from the Miami Office as to whether the Bureau would handle fingerprint cards of employees of the International Airport located in Miami.

For the Director's information, the present Bureau policy is to handle fingerprint cards of employees of airlines only; however, a special request was received recently from the Airport in Washington, D. C., and it was approved to handle the fingerprints of the Airport in Washington in view of the request from the White House for total security of this particular airport.

The Conference was unanimously of the opinion that the same reasons would apply to the security of the International Airport at Miami and therefore recommends that SAC Lason at Miami be advised that the Bureau will handle the fingerprints of airport employees.

Respectfully,  
For the Conference,

Clyde Tolson

cc - Mr. Clegg  
Mr. Mohr

3:27:edn

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66-2554-8128  
OCT 9 1950

EX-26

100-111950

THE DIRECTOR

September 9, 1950

The Executives Conference

SUGGESTION OF H. J. ANSLINGER, COMMISSIONER OF  
NARCOTICS FOR ESTABLISHMENT OF A CENTRAL IDENTIFICATION  
FILE OF "BLACK LIST" OF RACKETEERS AND CRIMINALS

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED

DATE 6/12/91 BY SP-5 JPH

The Executives Conference consisting of Messrs. Ladd, Rosen, Belmont, Carlson, Parsons, Mohr, McGuire, Long, and Tracy, on August 9, 1950, considered the suggestion of Commissioner H. J. Anslinger that all Federal investigating agencies cooperate in compiling a list of notorious criminals and racketeers in order that the list might be publicized, information exchanged and a formidable weapon of psychological value established in combatting the activities of such criminals and racketeers.

The Director observed that the suggestion might not be practical, yet it was desired it be given additional thought to see if any part of it could be developed, that the Bureau must be realistic and realize that there is a real criminal underworld and we cannot always allow realism to deter the Bureau from finding it. In accordance with the Director's instructions, a committee of Messrs. Clegg, McGuire for Nichols, and Tracy met on the subject matter on August 9, 1950, and presented a proposed plan to the Conference on August 9, 1950.

Messrs. Ladd, McGuire, Parsons, Belmont and Tracy recommend the following plan. Mr. Clegg, who was absent from the Conference discussion, is in favor of such a plan; however, he recommends that it not be placed into effect until after the present emergency ends as he does not feel the Bureau has any man power available at this time to expend on this type of work.

It is proposed that each Federal investigative agency be contacted by letter advising that in order that this Bureau can be of greater service to all Federal investigative agencies that they may wish to cooperate by furnishing to this Bureau the names of the top ranking criminals or gangsters of interest to them in their jurisdictional field; that such an individual need not have a serious criminal record and that process need not necessarily be outstanding, however, stops would be placed in the Identification Division and in

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cc - Mr. Clegg  
Mr. Mohr

RECORDED - 84

166-2534-8129  
OCT 9 1950

OCT 10 1950

the Records Section of the FBI in order that any currently received information on the individual named by the cooperating agency can be referred immediately to that agency. The following procedural setup is recommended:

#### LOCATION:

It is suggested the proposed file be handled on the Crime Survey Desk in the Investigative Division.

#### ORGANIZATION OF FILE:

1. A file folder be prepared sub-divided by criminal specialty including such crimes as confidence men, white slave procurers, narcotic violators, smugglers of aliens, gambling and other racketeers and such other types of criminals or gangsters which might subsequently be recommended.

2. A 3 x 5 card index file to correspond to the criminal specialty break-up.

3. A 3 x 5 card index file divided geographically.

#### OPERATIONS:

The Crime Survey Supervisor would select the names of subjects to be in the file based on nominations from other agencies and from data contained in Crime Survey Reports. The Field Offices of the Bureau would be instructed that this particular type of information should be included in Crime Survey Reports in the future.

The Supervisor on selecting a name for inclusion would place stops in the Identification Division and in the Records Section in order that currently received material can be referred to the Crime Survey Desk.

The proposed file should be limited to approximately 100 individuals.

#### APPROXIMATE COST TO ESTABLISH THE FILE OF 100 OUTSTANDING GANGSTERS OR CRIMINALS

##### Investigative Division

Full time of one Special Agent Supervisor  
for three months

\$1,573.50

Full time of one Clerk, GS-4, for three  
months

790.82

Records Section

Full time of one Clerk, GS-5, for three months

720.00

Identification Division

100 searches (all files), placing 100 stops, furnishing 100 photographs and copies of criminal records

570.00

Field

No additional investigative cost would be incurred.

|| Total Approximate Cost \$3,790.80

MAINTENANCE COST

Investigative Division

Part of the time of one Special Agent Supervisor and one Grade 4 Clerk to handle incoming material received because of stops placed in Records Section and Identification Division. It is not possible to estimate the volume of correspondence which might be received. It is not believed that any additional help would be required in the Investigative Division.

Records Section

Part of the time of a GS-4 Clerk to handle and route incoming correspondence to the Investigative Division.

Identification Division

As a result of 100 stops, the cost of referring an extra copy of a criminal record to the Investigative Division would be very small.

Field

In view of the fact that the field presently conducts Crime Surveys, there would be a very slight increase in directing specific inquiry as to current activities of the 100 persons selected. It is not felt that it is possible at this time to measure what this additional cost might be.



Mr. Rosen is agreeable to the plan except that he does not believe any definite commitment should be made to any other Federal agencies in order that the matter can be discontinued at any time in the event it does not prove practical or worthwhile. Mr. Rosen also advised it should be borne in mind that our Crime Survey reports contain considerable information regarding racketeers and their activities. This information covers background and personal history, connections with other gangs, type of racket engaged in, connection with any legitimate enterprises such as hotels, trucking lines, whiskey distributing companies, et cetera. Further, that it contains police file-ups, political influence, association with prominent persons not obviously connected with or known in racketeers activities.

Mr. Lohr was opposed for the reason he does not believe such a plan would work; further, that he believes the present service to other Government agencies is sufficient, i.e. information is furnished where a stop has been placed; information is furnished when a special name search is requested; information is furnished through the publication Uniform Crime Reports; information is furnished when data comes to the Bureau's attention indicating a violation of an existing statute under the jurisdiction of another Government agency. He does not believe any useful purpose would be served by installing the proposed plan and additional services.

Mr. Carlson agreed with Mr. Lohr's objections and he makes the further observation that the Bureau cannot at this time spare any additional manpower. Mr. Long agreed with Mr. Carlson.

Mr. Nichols was of the opinion we should start to do it and start now, otherwise someone else will.

The Executive Conference memorandum has been re-prepared in accordance with the Director's instructions to be more specific as to the approximate cost of the project.

Respectfully,  
For the Conference,

Clyde Tolson

I cannot see the slightest value in this plan. Any investigation agency can find a stopper I don't want any criminal and be advised of my subsequent arrest. I suggest Director advise them 9/17

Discovered with the majority

h  
THE DIRECTOR

10/2/50

THE EXECUTIVES CONFERENCE

The Executives Conference of September 26, 1950, consisting of Messrs. Tolson, Ladd, Sizoo, Clegg, Nichols, Rosen, Belmont, Mohr, Harbo, Tracy and Glavin, was advised that a memorandum has been received from the Attorney General under date of September 5, 1950, pointing out to all employees that they should vote; that if they did not find it possible to return to their home states to vote, they should qualify for an absentee ballot. The Attorney General states that his suggestion in no wise should be construed as an appeal in behalf of any party or candidate.

The Conference recommends that a sufficient number of copies of this memorandum be secured to post on the bulletin boards at the Seat of Government.

Respectfully,  
FOR THE CONFERENCE

*[Signature]*  
Clyde Tolson

Attachment

CC - Mr. Clegg  
Mr. Mohr

URG:am.b

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HEREIN IS UNCLASSIFIED  
DATE 8/12/91 BY SP-5 CIB/H

Tolson \_\_\_\_\_  
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Gandy \_\_\_\_\_

RECORDED - 32

EX-16

Oct. 9. 1950

55 OCT 10 1950

THE DIRECTOR

10/2/50

THE EXECUTIVES CONFERENCE

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/17/91 BY SP-SCA/btf

The Executives Conference of September 26, 1950 consisting of Messrs. Tolson, Ladd, Sizoo, Clegg, Nichols, Rosen, Belmont, Mohr, Harbo, Tracy and Glavin, was advised that a copy of a communication to the Heads of Executive Departments and Independent Establishments, dated September 5, 1950, issued by L. A. Moyer, Executive Director of the Civil Service Commission, covering the biennial distribution of political activity warning posters, has been received in the Bureau.

These posters explicitly point out what Federal employees can and cannot do concerning political activities. The Conference recommends that a sufficient number of these posters be procured to distribute to both the Seat of Government and the Field.

Respectfully,  
FOR THE CONFERENCE

Clyde Tolson

EEG:amb

CC - Mr. Clegg  
Mr. Mohr

RECORDED - 57  
EX-16

166-2534-8131  
OCT 9 1950  
37

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
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OCT 10 1950

THE DIRECTOR

9/20/50

0 EXECUTIVES CONFERENCE

X BUREAU WAR PLANS

ALL INFORMATION CONTAINED

HEREIN IS UNCLASSIFIED

DATE 6/13/91 BY SP-5C/btr

I. The Executives Conference on 9/19/50, consisting of Messrs. Tolson, Callahan, Tamm, Harbo, Mohr, Belmont, Ladd, Rosen, Sizoo, McGuire and Clegg, considered the phase of the Bureau War Plans that calls for a coordinator of evacuation, together with two alternates, to be named in order that they can become thoroughly familiar with all plans affecting the Bureau in the event evacuation should become necessary.

It was felt by the Conference that the same official could serve as coordinator of evacuation in both types of evacuation that might arise, namely

- (1) The evacuation of Bureau offices by the personnel to go to the basement shelter in the event of an air raid;
- (2) The evacuation of Bureau personnel, their families, Bureau files, supplies and transportation and communications facilities in the event it became necessary to abandon the headquarters of the Bureau in Washington.

It was felt by the Conference unanimously that this was a matter which fell within the jurisdiction of the Administrative Division, and that Assistant Director W. R. Glavin should be designated as the Coordinator of all types of evacuation; and that he should appoint the two alternates that are called for in the Bureau's War Plans. It was felt that each division should not, at this time, designate someone to be in charge of the evacuation of the personnel of each division to the shelter area in the basement until after the plans for the entire Department of Justice have been completed so that the space allocated to the FBI could be ascertained. After this has been handled by Mr. Glavin, then the matter of each division selecting someone to handle this work for the division, together with alternates, would be considered.

II. The Bureau's War Plans call for a chain of command to be established, with the identity of the individuals, in the event it became necessary for Field personnel to begin the coordination of the Bureau's work. This War Plan presupposes a bombing of Bureau headquarters and the necessity for Field personnel temporarily assuming the responsibility of coordinating the Bureau's work. Of course, at the Seat of Government, the Director, the Associate Director and the Assistant to the Director already provide a chain of command. In keeping with the approved War Plans in the event an expansion of the

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cc: Mr. Clegg  
Mr. Mohr

HHC:dgh

RECORDED - 128

166-2554-832


OCT 9 1950

INDEXED - 28



chain of command to the Field is necessary, it was suggested that this chain of command in the Field extend to (1) Mr. E. J. Connelley, (2) SAC Scheidt, (3) SAC Hood and (4) SAC McSwain. It was felt that there should be no bulletin or communication to the Field in this regard, but that Mr. Connelley would be informed orally that this decision had been reached if the Director approves.

Respectfully,  
For the Conference

  
Clyde Tolson

October 10, 1950

The Director

The Executives Conference

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED

DATE 6/12/91 BY SP-5ci/91

185  
The Executives Conference consisting of Board,  
Glavin, Tracy, Harbo, Mohr, Belmont, Ladd, Rosen, Mainiero,  
Diabo, Leach and Nichols, considered the present procedure  
pertaining to Saturday work in the Bureau.

It was pointed out that effective last Saturday,  
the Identification Division went on a compulsory 6-day week  
basis, while in the Records Section and in the Administrative  
Division, the 6-day week was on a voluntary basis.

In connection with the 6-day week as applied in the  
Files Section, it was pointed out that on Saturday, October 7, a  
total of 937 employees worked. A total of 1096 were assigned,  
with approx. only 10 per cent on leave. It can be seen that  
this is better than 90 per cent of the employees.

A survey made last week in the Records Section reflected  
a total of 82 individuals who did not want to work on Saturdays.  
Exclusive of 10 who were on either maternity leave or annual leave,  
among the reasons given for not working Saturdays, were the following:

One woman has a small son in school for deaf children.  
She brings him home on Friday night and wants to be  
with the child on Saturday. In addition, she does  
not feel physically strong enough to work on Saturdays.

Another girl has 2 children, whom she says that she  
has to take care of on Saturdays and, in addition,  
take care of the washing, ironing, house cleaning, etc.

Another woman is married and has 5 children. One of  
the children has diabetes. She feels it is necessary  
to take care of the child on Saturday and Sunday.

Another girl is expecting confinement and the doctor  
has instructed that she not work more than 5 days a  
week.

Another girl who was hospitalized at one time for TB  
and who had been working Saturdays was ordered by her  
doctor to discontinue Saturday work for physical reasons.

One of the boys is carrying a 12-hour schedule at  
school and desires to study on Saturday.

185  
Compulsory Saturday work  
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Gandy \_\_\_\_\_

cc: Mr. Mohr  
Mr. Clegg

54 OCT 13 1950  
452

RECORDED - 88

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66-2554-8133  
OCT 13 1950

Another girl goes to school from 10 o'clock to 2 o'clock on Saturdays.

There are others who just don't want to work on Saturdays, but who desire to be with their husbands.

It was the unanimous recommendation of the Conference that the 6-day work week be evolved on a compulsory basis for the Records Section, with a reasonable period of time being granted to employees having hardship cases to endeavor to make out arrangements, such as providing for the care of children on Saturdays, i.e., two weeks. In other specific hardship cases, each would be considered on its merits and, if possible, these individuals, if their records are good, could be used to fill vacancies in other Divisions not working on a 6-day week. The only specific exception from the 6-day week would be the extreme hardship case which could not be worked out by a transfer and then each case could be considered upon its merits.

Respectfully,  
For the Conference

Clyde Tolson

I will approve  
6 day week but  
will not approve  
exceptions. Two  
Sats will be allowed  
to work out adjustments  
but by Oct 28 all such  
must be adjusted.

24

THE DIRECTOR

9/22/50

EXECUTIVES CONFERENCE

BUREAU WAR PLANS

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/12/91 BY SP-5C/btc

The Executives Conference on 9/21/50, consisting of Messrs. Ladd, Harbo, Nease, Belmont, Mohr, Callahan, Sizoo, Rosen, Tracy, Nichols and Clegg, considered the inquiry made by Colonel Naramore of the Department of Justice with respect to the coordination of War Plans between the FBI and the Department.

Colonel Naramore pointed out that if the FBI intended to destroy certain records and files the corresponding records and files in the Department should be destroyed at the same time.

RECOMMENDATION:

The Conference unanimously recommended that in an oral interview with Colonel Naramore he be informed of the types of files and reports which would be destroyed in the event the emergency justified, such types being certain classifications of security files, and the security index cards; and that he be informed orally in a general way only as to the Bureau's War Plans, but that beyond the above, if any specific plans arise in the discussion that each request be considered separately by the Bureau.

If approved, Mr. Baumgardner or Mr. Carlson will have this discussion with Colonel Naramore.

Respectfully,  
For the Conference

Clyde Tolson

cc: Mr. Clegg  
Mr. Mohr

HHC:dgh

RECORDED - 33  
INDEXED - 33

166-254-8134

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58 OCT 16 1950



The Director

October 10, 1950

The Executives Conference

ALL INFORMATION CONTAINED

HEREIN IS UNCLASSIFIED

DATE 6/12/91 BY SP-5 CIP/PTZ

The Executives Conference on October 10, 1950, consisting of Messrs. Tolson, Glavin, Tracy, Harbo, Mohr, Belmont, Ladd, Rosen, McIntire, Sizoo and Nichols considered the request made by Mr. Yurawecz of the Office of the Chief Postal Inspector that the FBI furnish the Law Enforcement Bulletin to each Post Office Inspector's Office throughout the country. Mr. Yurawecz said they would like to have 800 copies of each issue and if this is not possible they would like to have 400 copies. At the present time there are 15 Regional Offices for Postal Inspectors and the Bulletin is received at each of these offices. Four copies go to the Washington headquarters.

In addition, Mr. Yurawecz stated if the desired number of copies of the Bulletin was not available, the Post Office would like to reproduce articles for distribution to all Post Office Inspectors.

The Conference unanimously recommends that 400 additional copies of the FBI Law Enforcement Bulletin be made available for the Post Office Inspector's offices on the basis that the Post Office Inspectors are frequently contacted by Bureau representatives and they have been most helpful and cooperative during recent years. The Conference felt that making the Law Enforcement Bulletin available might serve to make the Post Office Inspectors even more cooperative in the future.

Respectfully,  
For the Conference

Clyde Tolson

JJM:LF

cc - Mr. Mohr  
Mr. Glegg

RECORDED - 15

EX-100

*This development is new  
to me but agreeable news*

54 OCT 16 1950

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The Director

The Executives Conference

"URGENT" PRIORITY TELETYPES AFTER OFFICE HOURS

October 10, 1950  
ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/12/91 BY SP-5 C/PW

The Executives Conference consisting of Messrs. Glavin, Tracy, Harbo, Mohr, Belmont, Ladd, Rosen, McIntire, Sizoo, Nease and Nichols, considered the following matter brought to the attention of the Conference by Mr. Nichols:

A survey of outgoing teletypes for September 25 thru September 29, 1950, revealed a total of 178 "Urgent" teletypes received in the Communications Section after 5:30 P.M. Of these, 85 were considered not to be urgent by Mr. Nichols. A brief description is set forth as follows:

- 6 were AEAA discontinue wires
- 7 were Bureau Applicant discontinue wires
- 29 were Bureau Applicant investigation follow-ups
- 1 was an All SAC wire on the Bureau recruiting program
- 6 advised Field Offices that Inspector Aides stand by for imminent inspections
- 6 were follow-ups on various governmental type applicant investigations: ERP, VOA, Special Inquiry, etc.
- 10 were miscellaneous "Urgent" wires on Bureau applicants; Space; Deadline dates; Resident Agent Designations; Bureau conference on Internal Security for New York employees and
- 12 were miscellaneous wires on Identification matters, various investigation cases and one newspaper and radio inquiry handled by this Division (Four)
- 8 were Deserter discontinue wires

In each instance, it is felt that nothing could be done by the field until 9:00 A.M. the next morning, and that it would be a hardship on the Agents in charge since Bureau rules now require that when an urgent teletype is received after office hours, that the SAC must be called.

It is believed that the remaining 93 teletypes marked "Urgent" were justified.

The matter was brought to the Conference for consideration as to whether the Bureau should modify the rule that the SAC be apprised immediately upon receipt of an urgent wire, a being pointed

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CC: Mr. Mohr  
Mr. Clegg

RECORDED - 15

34 OCT 16 1950

EX-100

out that there is little that an SAC can do in the middle of the night on a wire instructing the discontinuance of an investigation, or requesting investigation, and that some latitude could be granted in the office to call these matters to the attention of the SAC which could require immediate attention and the remaining wires could be held until 9:00 A.M. the following morning.

The Conference was of the unanimous opinion that every effort should be made to cut down on the number of "urgent" wires being sent out, before abrogating the present Bureau rule of calling SAC's immediately upon receipt of an urgent wire after office hours.

A memo to all Assistant Directors is attached.

Respectfully,  
For the Conference

Glyse Tolson

Attachment

THE DIRECTOR

10/10/50

~~EXECUTIVES CONFERENCE~~

REQUEST FOR JUDO TRAINING  
FOR COAST GUARD INVESTIGATORS

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
EXCEPT WHERE SHOWN  
OTHERWISE

The Executives Conference on 10/9/50, consisting of Messrs. Glavin, Tracy, Harbo, Mohr, Belmont, Ladd, Rosen, Sizoo, Nease, Nichols and F. H. McIntire, considered the request received by Mr. Lawrence of the Liaison Section from Captain F. G. Eastman, Chief, Intelligence Division, U. S. Coast Guard, that defensive tactics training to a few Coast Guard investigators be afforded by the FBI.

It is stated that Captain Eastman reportedly is aware of the fact that such training has been afforded to other agencies. Such training was afforded to [REDACTED] (S-1) (b3)

[REDACTED] His course of training was approximately 80 hours. Training was also afforded a select group of Marines in 1941 and 1942, this training being given at Quantico, Virginia. An adequate course in defensive tactics can be given in approximately 20 hours.

It was pointed out that the Bureau's physical training facilities are, at present, taxed to capacity in view of the accelerated Special Agent training program, and will be so taxed for the next several months.

The Conference unanimously recommended that the Bureau not afford the Coast Guard this defensive tactics training. If you concur, it is recommended that this memorandum be forwarded to the Liaison Section in order that they can appropriately advise Captain Eastman of the Bureau's decision.

TO: PA	323,013
ATTN:	
DATE:	12/356
TIME:	9/12/91
BY:	[Signature]

RECORDED - 17  
EX-100

Respectfully,  
For the Conference

Clyde Tolson

Tolson  
Ladd cc: Mr. Clegg  
Clegg Mr. Mohr  
Glavin  
Nichols  
Rosen  
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54 OCT 16 1950

Classified by SP-5 ci/DP  
Declassify on: OADR

b3



The Director

October 4, 1950

The Executive Conference

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED

DATE 6/12/91 BY SP-5 CJ/bx

The Executive Conference consisting of Tolson, Nichols, Egan, Clegg, Rosen, Ladd, Belmont, Mohr, Harbo, Tracy and Callahan, considered a question raised by Mr. Nichols as to whether an SAC letter should go to the field, authorizing SAC's to grant approval, then it is to the Bureau's interest to do so, for Chiefs of Police to make a short statement to the press to the effect that a member of his department is a graduate of the Academy and because of the emergency had been called to active duty in the Bureau.

It was pointed out that in a recent instance the Director had instructed that we permit this to be done. It was further pointed out that we now have an urgent request from Sheriff Eugene W. Stacciaro to permit him to make a reference to the press regarding the appointment of one of his deputies, Mr. [redacted] who is presently attending Agent's class.

b6  
b7C

The Conference was of the opinion that no general instructions should be issued; that this problem should be handled as it comes up, and that Stacciaro not be permitted to make a statement.

Respectfully,  
For the Conference

Clyde Tolson

cc: Mr. Mohr  
Mr. Clegg

LMH:MP

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54 OCT 16 1950

RECORDED - 17

EX-100

66-2534

8/38

THE DIRECTOR

10-5-50

EXECUTIVES CONFERENCE

ALL INFORMATION CONTAINED

HEREIN IS UNCLASSIFIED

DATE 4/12/91 BY SP-5CIB/OTZ

Chief of Police Joseph Carroll of Lincoln, Nebraska, recommended that FBI Law Enforcement Conferences, which are now held annually be held quarterly in the future. He was informed orally when he was here recently attending the IACP Police Training Committee meeting that to date the annual meeting seemed to suffice. All the other members of the Police Training Committee who were present, Superintendent Schoeffel of the New Jersey State Police, Superintendent Woodson of the Virginia State Police, Chief of Police O'Connell of St. Louis, Missouri, and Commissioner Peterson of the California Highway Patrol were of the opinion that the Annual Conference as now being held was sufficient and that it should continue until war was declared or some reason over and beyond present conditions justified it.

The Bureau approved a survey for obtaining the opinion of a number of SACs and the SACs at Chicago, Detroit, Newark, San Antonio, San Francisco, Los Angeles, San Diego, and Atlanta all felt that these Conferences should continue on an annual basis and that there was no need for more frequent Conferences of this type, particularly since the SACs attended Police Chiefs' and Sheriffs' Conventions in their territories. Information and opinions have not been received as of this time from Boston, Kansas City and Philadelphia.

RECOMMENDATION:

The Executives Conference on 10-5-50, with Messrs. Ladd, Tracy, Mohr, Sizoo, Harbo, Belmont, Glavin, Nichols, Rosen and Clegg present, recommended unanimously that the Annual Police Conferences continue as is on an annual basis.

Respectfully,  
For the Conference

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cc - Mr. Mohr  
cc - Mr. Clegg

MRG:DLA

Clyde Tolson

RECORDED - 15

EX-100

66-2537-839

OCT 16 1950

54 OCT 16 1950

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THE DIRECTOR

October 4, 1950

The Executives Conference

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/12/91 BY SP-5 CBT

The Executives Conference consisting of Messrs. Tolson, Ladd, Nichols, Rosen, Glavin, Harbo, Belmont, Sizoo, Mohr, and Tracy considered on October 3, 1950, a suggestion that aluminum stops be placed inside the drawers of the fingerprint Assembly files in order to prevent the sliding of the folders in the files.

The Conference was informed there are 26,934 metal drawers and it would cost \$10,500 to make the stops and install them.

In view of the cost involved, the Conference unanimously recommends the suggestion not be adopted.

Respectfully,  
For the Conference,

Glyde Tolson

cc - Mr. Clegg  
Mr. Mohr

SJT:adm

edms

ORIGINAL FILED IN 66-1631-954

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5 OCT 18 1950

66-2554-  
OCT 11 1950  
73

INITIAL ON ORIGINAL

THE DIRECTOR

October 4, 1950

THE EXECUTIVES' CONFERENCE

CONFIDENTIAL NATIONAL DEFENSE INFORMANTS

ALL INFORMATION CONTAINED

HEREIN IS UNCLASSIFIED

DATE 6/12/91 BY SP-5 CIB/BR

On October 2, 1950, the Executives' Conference, consisting of Messrs. Tolson, Ladd, Glavin, Tracy, Harbo, Mohr, Rosen, F. H. McIntire, Sizoo, Nease, Nichols, and Belmont, considered further certain questions arising at this time in connection with confidential national defense informants.

It was pointed out that over the past few months, because of the draft situation and the increased alertness of employers concerning Communist affiliations on the part of their employees, our current national defense informants are being placed in positions which jeopardize their status as informants. Informants are being inducted, informants who are reservists in some branch of the Armed Services are being called to duty, and informants are being required to sign various documents of a loyalty nature. The Conference considered several of the situations which have arisen, as set out below:

(1) Informants Being Called for Induction:

The Executives' Conference recommended and the Director approved on August 30, 1950, that Liaison discuss with General Bolling, of IDA, the problem of informants being called for induction. General Bolling agreed with the Bureau's suggestion that the Bureau would confidentially advise G-2 of the status of an informant who is called for induction in order that the informant may fill out any military forms in the negative in so far as his affiliation with Communist or front organizations is concerned.

The Conference recommended that Liaison discuss confidentially this same set of circumstances with ONI and OSI in order that we will be prepared to handle cases of informants who are inducted into the Navy and Air Force. The Conference further recommended that, after this has been discussed with ONI and OSI, the Attorney General be advised by memorandum of the arrangements perfected with the Armed Services in this respect.

RECORDED - 15

(2) Informants Who Are Reservists:

At the present time if an informant holds a commission or is in the enlisted reserves, no data is provided to the particular branch of the Armed Services involved. If inquiry is received from the Armed Services, each individual case is considered on the basis of the facts involved.

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CC - Mr. H. H. Clegg  
Mr. J. P. Mohr

AHB:tlc 4 OCT 16 1950



MEMORANDUM FOR THE DIRECTOR

The Conference recommended that we continue this procedure and furnish no information concerning an informant unless it becomes necessary, based on the facts in the individual informant's case.

(3) Informant with Reserve Commission  
Desiring Undercover Assignment  
with Bureau

You will recall that the case of a confidential informant in Charlotte, North Carolina, was discussed with General Bolling on the basis that the informant desired to be called to active duty and be allowed to operate in an undercover capacity for the Bureau. With your approval, this was discussed with General Bolling and arrangements are presently being worked out. The suggestion has been made that hypothetical cases of like nature be discussed with OSI and ONI to secure their approval for the same sort of arrangements in the event such arrangements become necessary.

The Executives' Conference unanimously recommended that ONI and OSI not be contacted at this time. It was felt that each individual case could be taken up with the appropriate military agency if the need arose.

(4) Informants Seeking Positions Who Are  
Required to Sign "Loyalty Forms"

One instance has already arisen and others will arise of informants seeking positions in industry or with a municipality who are presented with forms requiring them to state that they do not belong to the Communist Party or front organizations, or words to that effect. The suggestion has been made, in view of the continued need for informants, that the informant be advised that as he is not a bona fide Communist, he can execute a statement in the nature of a non-Communist affidavit and should further advise the informant that, if at a later date through some unforeseen circumstance he is exposed as a Communist, the Bureau will set forth the true facts which will indicate he is not a bona fide Communist.

The Executives' Conference recommended that the informants not be so advised; that the Bureau cannot afford to take such a position. The Conference recommended that the informant should seek to avoid being placed in this position wherever possible, but if he is faced with the necessity of filling out one of these non-Communist affidavits, that arrangements be made by the field office to contact

## MEMORANDUM FOR THE DIRECTOR

a reliable official of the organization involved and lay the cards on the table to the effect that the informant is assisting the Bureau in a confidential capacity. The Conference recommended that under these circumstances the SAC or ASAC personally work out any necessary arrangements for the protection of the informant with a responsible official. It was felt that the Bureau could not place itself in the position of telling the informant to fill out these forms falsely on the basis that any situation arising from such action would be cleared up later by the Bureau. It was felt that the Bureau should face each situation as it arises and have a clear understanding with the organization involved. In the event you approve, the above-enumerated recommendations will be followed in dealing with informant matters as they arise in the field.

Respectfully,  
For the Conference

Clyde Tolson

Of course; such  
such case should  
be the subject  
of a memorandum  
for the Directors  
attention

Most certainly  
H.

18-9

cc: Mr. Ladd  
Mr. Rosen  
Mr. Callan  
Mr. Newby

October 6, 1950

The Director

The Executive Conference

PROPOSED INVESTIGATIONS BY THE STATE  
DEPT OF ALIENS IN FOREIGN COUNTRIES  
TO BE HIRED ON VOICE OF AMERICA PROGRAM  
UNDER PUBLIC LAW 843, 81ST CONGRESS

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/11/97 BY SP-5 C/DH

b6  
b7c

On October 5, 1950, the Executive Conference with the following individuals present: Mr. Harbo, Mr. Belmont, Mr. Glavin, Mr. Clegg, Mr. Sizoo, Mr. Mohr, Mr. Nichols, Mr. Tracy, Mr. Ladd and Mr. Rosen, considered the proposed plan of action which is under discussion between the Department of Justice and the State Department for the handling of investigations of aliens in foreign countries to be hired by the State Department on the Voice of America Program under Public Law 843, 81st Congress. The Bureau's concerns concerning this plan were requested informally by Mr. [redacted] of Mr. Ford's office, in a conversation with Mr. Ladd on October 3, 1950. A copy of the proposed plan and an analysis of it are attached.

RECOMMENDATION:

The Conference was in unanimous agreement that Mr. [redacted] should be informally advised that the Bureau has no criticisms or suggestions to offer concerning those proposed investigations by the State Department in foreign countries which involve people who are residing in the foreign countries except that:

1. The FBI should be furnished with a copy of the Federal History Statement and the investigative reports concerning any such person who is hired under the VOA Program; and

2. In any instance wherein investigation is indicated within the United States due for instance to a prior residence in the United States by the person presently under consideration such investigation should be conducted by the FBI provided of course the Bureau is requested to do so before the individual is hired by the State Department.

Respectfully,  
For the Conference

RECORDED - 82

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Clyde Tolson

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
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Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

cc: Mr. Mohr  
Mr. A. L. Clegg

530:11/100

54 OCT 16 1950

The Director

October 10, 1950

The Executives Conference

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/12/91 BY sp-5 c/bnc

The Executives Conference consisting of Messrs. Glavin, Harbo, Tracy, Mohr, Belmont, Ladd, Rosen, McIntire, Sizoo, Nease and Nichols, considered the following recommendations of the Records Section:

1. File 94-5 on general correspondence research contains 430 sections with 36,522 serials. This file contains routine correspondence directed to the Bureau requesting information, which is answered either by a form letter or a routine type letter sending Bureau publications. It was the recommendation of the Records Section that sections of this file more than five years old be destroyed and that future correspondence of this type be destroyed after the expiration of five years. All members of the Conference, excepting Mr. Mohr, were unanimously in favor of asking Archives' approval for the destruction of the sections of the file.

Mr. Mohr felt that it should be microfilmed. It was pointed out to the Conference that if the file was microfilmed, it would be necessary to maintain an index card; that it would represent a cost; that the reason for destroying the file was two-fold, namely, to provide filing space and to get the unnecessary index cards out of the index.

2. The Conference was advised that file 62-23533 was a file containing copies of original correspondence from the field pertaining to mail covers. There are 54 sections of this file, consisting of 8,035 serials. There are approximately 24,000 index cards. Originals of this correspondence are maintained in the main case file. The Bureau no longer maintains a separate file containing all correspondence on mail covers.

The Conference was unanimous in recommending that this file be destroyed, which does not require any clearance from the Archives inasmuch as all material in this file are duplicates.

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Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
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Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

CC: Mr. Mohr  
Mr. Clegg

LBN:MP  
OCT 20 1950

Respectfully,  
For the Conference

RECORDED - 113

Clyde Tolson

EX-100

66-2537-8142  
OCT 20 1950  
12



October 6, 1950

MR. NICHOLS

F. W. WALKART

NIGHT CHAR FORCE

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 9/12/91 BY SP-5 C/PDZ

It has been noted that since about September 28, a small group of the night char force are still working on the sixth floor of the Records Section after midnight. They have been observed to complete their work and leave from 12:30 to 12:40 a.m. Heretofore, these people have finished their cleaning and departed by midnight.

You will recall that the procedure of having the char force clear out of the Records Section by midnight was instituted some time ago for Security reasons. Presumably, now that we have a midnight shift, they believe it is not necessary to vacate our space by midnight. Of course, the only reason our employees are working midnights are because of space limitations and the critical need to clear a tremendous backlog of work. It would be extremely undesirable and a waste of personnel to have to set up an additional Security control after midnight. It is therefore believed that the Bureau should insist that the char people get out of the Records Section by midnight each night. This, of course, applies to our space on both the 6th and 7th floors.

RECOMMENDATION:

That the Chief Clerk's Office be advised of the above in order to take the necessary measures to keep the char force employees from the Records Section area after the hour of midnight.

ADDENDUM October 20, 1950: The Executives Conference of October 11, 1950, consisting of Messrs. Tolson, Tracy, Harbo, Mohr, Belmont, Ladd, Rosen, F. H. McIntire for Clegg, Sizoo, McGuire for Nichols and Glavin, was advised by Glavin regarding the above memorandum, that he pointed out in the past that the char force assigned to Mr. Little in this Building has been materially reduced during the past year and it undoubtedly will be further reduced in the near future; that every possible effort is being made by the Superintendent of the Building, Mr. Little, to get his people out by midnight; that he just cannot do it at all times, and that he was hopeful that the Bureau would appreciate his position and go along with him as much as possible.

I personally know that Little is doing everything he can to give the Bureau the service it requests. WRG:VH

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INITIALS ON ORIGINAL

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DECLASSIFICATION  
AUTHORITY DERIVED FROM:  
FBI AUTOMATIC DECLASSIFICATION GUIDE  
EXEMPTION CODE 25X(1)  
DATE 06-27-2011

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WHERE SHOWN OTHERWISE

THE DIRECTOR

Per letter dated 6/6/2011

October 5, 1950

THE EXECUTIVES' CONFERENCE

NAME CHECKS FOR GOVERNMENTAL AGENCIES

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DATE 6/12/97 BY SP-SCI/PHY

The Executives' Conference, consisting of Messrs.  
Tolson, Ladd, Glavin, Clegg, Rosen, Mohr, Harbo, Tracy, Nichols,  
Sizoo and Belmont, considered the results of a survey relative  
to any gaps in connection with our internal security set-up and  
particularly regarding name checks on persons brought into this  
country by other Government agencies. It was recalled that this  
survey was made as a result of our method of handling name checks  
under the Displaced Persons' Program and the Exchange Student  
Program.

It was pointed out that the following name checks are being  
made which are comparable to the Displaced Persons and Exchange  
Student Programs, in that, an alien is being brought into the country  
by a Governmental agency and there is Bureau responsibility in connection  
with the alien after he arrives here due to our general internal security  
responsibilities:

(S) Foreign Defectors - [REDACTED]

(S) Non-Quota Visa Cases for CIA - [REDACTED]

Visa Applicants Under Ninth Proviso - Immigration and Naturalization  
checks names with us of visa applicants where the Attorney  
General has been requested to exercise his discretion in  
admitting a person in spite of his membership in the  
Communist Party, etc. b1 b3

German Scientists - Immigration and Naturalization checks the names  
of wives of German scientists who are being brought to this  
country to join their husbands who were previously brought  
here under the military program.

Technical Assistance Program - The Economic Cooperation Administra-  
tion makes approximately 400 name checks a month with us on  
aliens who are to be brought into the United States for  
technical training and assistance. This is done by virtue  
of the statutes providing for ECA.

Tolson \_\_\_\_\_  
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Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
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Mohr \_\_\_\_\_  
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Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

cc 32 OCT 20 1950  
Mr. J. Clegg  
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AHB:tlc

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MEMORANDUM FOR THE DIRECTOR

Foreign Scientists and Technicians - The military agencies in general make name checks with us of all foreign scientists and technicians who are to be brought to the United States to work in military matters.

Foreign Army Students - The Army checks with us on students they plan on bringing to the United States to attend the General Command School at Fort Leavenworth. The Army also checks with us on foreign military personnel they are bringing into the United States for more or less permanent assignment here.

Miscellaneous Name Checks by the State Department - The State Department checks names with us of agricultural experts, police officials, foreign dignitaries and atomic energy employees where they are being brought in from abroad and there is reason to believe derogatory information exists.

Miscellaneous - Various agencies of the Government, such as Agriculture, Commerce, etc., on occasion check the names of aliens with us when they are being brought into the United States under some specific program.

It was further pointed out that a problem also exists in connection with our name check program generally. For instance, we check the names of persons who are being cleared for access to vital military installations and information. If the military establishment involved clears this person in spite of derogatory information, then he becomes a risk, particularly with respect to our espionage, sabotage and subversion responsibilities and jurisdiction. The same is true in connection with name checks for the Atomic Energy Commission on persons who may be continued in employment on a non-restrictive basis at an Atomic Energy Commission installation in spite of derogatory information furnished from our name check and who therefore might be considered a hazard.

In all of the above programs, as a matter of practice, where the derogatory information has been sufficiently serious to warrant consideration for opening a case, the Correlation-Liaison Section refers the information to the appropriate Supervisor for action. However, while we have placed many stops with the inquiring agency on this basis, we have not placed stops in some instances where the primary responsibility for action, based on the derogatory information lies with the inquiring agency. We have not placed stops with the inquiring agency where we do not have a specific interest in the subject or where the derogatory information is not of sufficient substance to warrant action by the Bureau. To place stops in all cases where derogatory information is furnished, regardless of the seriousness thereof, and to follow up

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MEMORANDUM FOR THE DIRECTOR

in all cases where derogatory information is furnished as a result of a name check would be a costly administrative procedure in view of the volume of name checks and the considerable number of instances where derogatory information of one kind or another is furnished.

In addition, a decided question arises as to whether we are warranted in following up on the action taken in all cases where derogatory information is furnished to the inquiring agency because in the majority of instances we would not conduct an investigation or take action even if the derogatory information were disregarded. For example, if we furnish information to an inquiring agency that an individual is a member of one or more front organizations, and despite that information, the individual is brought into this country, we do not consider such information a sufficient basis to open an investigation on the individual. Were we to consider this alone to be a sufficient basis, we would be confronted with literally thousands of additional investigations.

After considering the above problem, the Executives' Conference recommended, in connection with all programs involving name checks requested by other Government agencies based on persons under consideration for entry into this country, including the Displaced Persons' Program and the Exchange Students Program, that:

(1) Wherever derogatory information disclosed by the name check would be sufficiently substantial to warrant the opening of a case if the individual were in this country, a stop should be placed with the inquiring agency in order that the Bureau will be advised if the individual enters this country.

(2) If such an individual entered this country, despite the substantial derogatory information furnished to the inquiring agency, the individual should be considered for appropriate investigation.

This will mean that stops will be placed with the inquiring agency only in those instances where the derogatory information is of sufficient substance that it would warrant the opening of an investigation upon the individual's arrival in this country.

With reference to name checks other than those involving aliens, the Conference recommended that wherever the derogatory information was of sufficient substance that we would consider opening an investigation, the inquiring agency will be asked to advise what action is being taken as a result of the information furnished. In any instance where it appears that the inquiring agency does not

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MEMORANDUM FOR THE DIRECTOR

take appropriate action or the facts warrant, an investigation will be opened or other appropriate action will be taken, such as calling the situation to the attention of the Attorney General.

Statistics are presently being maintained concerning name checks made on Displaced Persons and Exchange Students in view of Congressional interest in those programs. These statistics show the number of name checks handled, the number where derogatory data are provided, and the number of subjects on whom the Bureau opens investigative cases. To keep such statistics on all of the above programs would require a special administrative set-up because it is necessary to separate name checks on which statistics are prepared and examine them for statistical purposes. In view of the volume of name checks handled in the Correlation-Liaison Section, it is highly desirable to refrain from setting up additional statistical data unless absolutely necessary.

The Executives' Conference recommended that the breakdown in statistics, as it now applies to the Displaced Persons and Exchange Students, not be applied to the additional classes of name checks in view of the cost and labor which would be involved.

In the event you agree with the above recommendations, the Security Division will be guided accordingly.

Respectfully,  
For the Conference

Clyde Tolson

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THE DIRECTOR

10/9/50

*m*  
EXECUTIVES CONFERENCE

VISITING GERMAN POLICE OFFICIALS  
MICHIGAN STATE COLLEGE

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/12/91 BY SP-5 CJB/BJZ

The Executives Conference on 10/9/50, consisting of Messrs. Glavin, Tracy, Harbo, Mohr, Belmont, Ladd, Rosen, Sizoo, Nease, Nichols and F. H. McIntire, considered a request received from Professor A. F. Brandstatter, Head - Police Administration, Michigan State College, East Lansing, Michigan. Professor Brandstatter advised that he had been informed by the State Department that another group of selected German police administrators is being sent to the United States to receive training in democratic police practices. This group is to arrive some time in October. He requested that the Bureau again assist in the training of this group as we did with the group previously sent to the United States.

The Detroit Office furnished an instructor who lectured to the previous group on the Work, Functions, Jurisdiction and Cooperative Services of the FBI. This group was also taken on a tour of the Bureau's facilities at Washington. Professor Brandstatter has always been very favorable toward the FBI, and has assisted in helping a graduate of the FBI National Academy receive college credits for his National Academy training. In training the last group of German police officials at Michigan State College, Professor Brandstatter employed Mr. Howard Hoyt, Chief of the Kalamazoo, Michigan, PD, to coordinate and administer the German training program. The Bureau had committed itself to assist in the previous training program prior to being advised that Chief Hoyt would participate.

It may be noted here that in 1947, Hoyt is reported to have directed a letter to Inspector Redmond of the Miami PD, advising that he was endeavoring to break the FBI's hold on the IACP. He also urged the Miami PD to quit sending men to the National Academy, and emphasized the need to break the control of the New Jersey delegation of the IACP. Mr. Nichols called upon Chief Hoyt on 5/2/47 and discussed the above allegations which Chief Hoyt denied. The Director commented "I will not accept Hoyt in the Academy. He is a liar and we don't want such trash." Upon being advised that Hoyt was to participate in the training of the German police, the Director commented "O.K. but it is an unfortunate commitment in view of Hoyt's function with it as a master of ceremonies."

The Executives Conference considered Professor Brandstatter's request, his cooperative attitude toward the Bureau, and the fact that we participated in the previous training program. The Conference

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Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

cc: Mr. Clegg  
Mr. Mohr

FHM:cgh 4 OCT 19 1950

Attachment

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EX-100

166-2537-8114

unanimously recommends that the Bureau participate in this training program to the extent that we did for the previous group. It is not known, of course, at this time whether or not Hoyt will participate in this school.

If you concur, there is attached an appropriate letter to Professor Brandstatter, advising him that an instructor would be made available to discuss the Work, Functions, Jurisdiction and Cooperative Services of the FBI, and that these men would be afforded a tour of the Bureau in Washington.

Respectfully,  
For the Conference

Clyde Tolson

*I am appalled  
the H's too  
much more  
to do.*

*I concur*  
*H*

*12-9*

THE DIRECTOR

October 10, 1950

THE EXECUTIVES CONFERENCE

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/12/91 BY SP-5 a/btp

The Executives Conference consisting of Messrs. Tolson, Ladd, Nichols, Sizoo, F. H. McIntire (for Clegg), Eosen, Belmont, Mohr, Harbo, Tracy and Glavin, considered the attached Bulletin to all investigative employees regarding Special Agents Mutual Benefit Association and recommended its approval.

For the information of the Director the Conference was advised that the Special Agents Mutual Benefit Association is going to have another membership drive at the completion of its second year, October 21, 1950, during which period Agents of the Bureau will be able to join SAMBA without undergoing physical examinations. The Bulletin also pointed out that the officers of SAMBA have approved the inclusion of polio benefits in our insurance plan without any additional cost to the members thereof. As a result, during the next year each member and member of his family will be protected in the event any member of his family is stricken with polio and expenses up to a maximum of \$2,500 will be paid in each polio case.

Respectfully,  
FOR THE CONFERENCE

Clyde Tolson

Mr. Tolson CC: Mr. Mohr  
Mr. Ladd Mr. Clegg  
Mr. Clegg  
Mr. Glavin URG:cr  
Mr. Nichols  
Mr. Rosen Attachment  
Mr. Tracy  
Mr. Harbo  
Mr. Belmont  
Mr. Mohr  
Mr. Eosen  
Mr. Glavin  
Miss Gandy

RECORDED - 82

EX-16

166-2554-8145  
OCT 16 1950

58 OCT 18 1950



THE DIRECTOR

October 5, 1950

THE EXECUTIVES' CONFERENCE

SECURITY INDEX

ALL INFORMATION CONTAINED  
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DATE 4/12/91 BY SP-5 CIB/ST

At the Executives' Conference on October 3, 1950, consisting of Messrs. Tolson, Ladd, Glavin, Tracy, Harbo, Mohr, Rosen, Glegg, Sizoo, Nichols and Belmont, the Conference considered the desirability of authorizing, on a permissive basis, the field offices to furnish resident agencies with written background information on Security Index subjects for their assistance in the event the Detcom Program is put into effect upon short notice.

On July 15, 1950, by letter the Indianapolis Office suggested that background information, including a photograph, if available, relative to Security Index subjects residing in a resident agency area be set forth on a blank form and the form thereafter be charged out to the appropriate resident agent for his assistance in fulfilling his function of detaining Security Index subjects, should the Detcom Program be put into effect.

As a result of this letter, a survey was made of ten field divisions to ascertain whether this procedure was necessary and desirable. The survey reflected that some offices, particularly where the number of Security Index subjects in the resident agency area is not large, can handle the project without such an aid. Two offices suggested that duplicate Security Index cards be maintained in the resident agency. Another office suggested that the information in resident agencies be maintained on cards in an index card box. The Cleveland Office felt that the proposed form was unnecessary, as it would require additional work by Agents and clerks. The two largest offices surveyed, namely, Detroit and Philadelphia, advised that the suggestion by the Indianapolis Office was desirable and should be adopted immediately.

The results of the survey reflected that the field is divided in its opinion as to the necessity, but that certain offices, particularly the larger offices, felt that the Indianapolis suggestion was necessary. In view of this, it was recommended that an SAC Letter giving the field permission to furnish to the resident agent by memorandum the name and background of a Security Index subject, with photograph if available, to assist in causing the subject's apprehension be disseminated. This memorandum would be charged out to the Agent from the main case file and would contain no mention of the fact that the individual is on the Security Index list or that he is scheduled for apprehension. The letter advises the field that this procedure is optional where it is felt necessary, and if the procedure is adopted, the field office is to advise the Bureau within one week that it is being put into effect.

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Rosen  
Tracy  
Harbo  
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Mohr  
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Nease  
Gandy

cc - Mr. H. H. Glegg  
Mr. J. P. Mohr

Attachment 3 OCT 18 1950

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st. JH S

MEMORANDUM FOR THE DIRECTOR

Messrs. Tolson, Tracy, Harbo, Mohr, Ladd, Rosen, Sizoo, Nichols, and Belmont, recommended that the proposed letter be sent to the field. The letter is attached. It was pointed out that resident agents presently, of a necessity, have material of all kinds charged out to them from Bureau files and the same security would apply to the proposed information as applies to the material they presently handle; that the forms containing the background information will bear no information reflecting an apprehension program or any mention of the Security Index list.

Messrs. Glavin and Clegg recommended against this procedure. Mr. Glavin felt that it was not necessary and that we were distributing information to the resident agencies which there was no need to distribute. Mr. Clegg felt that there was no real need for this procedure and that there was not the proper security in the resident agencies to handle this information.

In the event you approve the majority recommendation above, the letter will be disseminated.

Respectfully,  
For the Conference

*I agree with minority  
I feel there is danger  
in distribution  
of such information*  
Clyde Tolson

10-1-44  
J. Edgar Hoover  
SEC. 5 - INFORMATION  
J. Edgar Hoover

Tolson  
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Holloman  
Gandy

THE DIRECTOR

THE EXECUTIVES' CONFERENCE

October 10, 1950

ALL INFORMATION CONTAINED

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DATE 6/13/91 BY SP-5 CJP/DTX

SECURITY INVESTIGATIONS - INTERVIEWS WITH  
SUBJECTS AND CANCELLATION OF SECURITY  
INDEX CARDS

On October 10, 1950, the Executives' Conference, consisting of Messrs. Tolson, Ladd, Glavin, Tracy, Harbo, Mohr, Rosen, Nichols, Sizoo, F. H. McIntire, and Belmont in attendance, considered a proposed SAC Letter instructing the field that prior to cancellation of any Security Index cards, the subject of the card is to be interviewed, with prior Bureau authority, or a sound reason is to be furnished why the subject should not be interviewed. From time to time individuals who are subjects of Security Index cards are removed from the Security Index, based on factors such as death, removal to another country on a permanent basis, or a change in the activities of the subject as a result of which they are no longer considered potentially dangerous. Subjects are not removed from the Security Index unless a compelling reason exists. The Section Chief of the Internal Security Section is required to pass on each individual case where a subject is removed from the Index. Any questionable cases are taken up with the head of the Security Division.

In view of Communist Party instructions that some members should divorce themselves from public affiliation with the Party, the Security Division feels that it would be desirable, as a further restrictive measure on the removal of names from the Security Index, to require that, in the absence of some compelling reason to the contrary, all subjects suggested by the field for cancellation from the Index first be interviewed prior to removal from the Index. Such interviews would be small numerically. In the past four weeks, only eleven subjects have been removed from the Security Index. It was felt that interviews with subjects who are recommended by the field for removal from the Security Index prior to such removal will accomplish the following:

(1) The interview will provide additional information to guide us in our decision as to whether the subject should be removed from the Index. This is true, regardless of whether the subject lies or not during the interview, as the interviewing Agent will be able to secure information which can be checked out. In the event the subject refuses to be interviewed or displays a continued attitude of cooperation with the Communist Party, he, of course, would be continued in the Index.

(2) Possibly some of these interviews may provide information of value to the Bureau from an investigative and intelligence standpoint.

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Mohr \_\_\_\_\_  
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Gandy \_\_\_\_\_

Attachment

cc - Mr. H. H. Clegg

Mr. J. P. Mohr

RECORDED - 113

EX-100

AHE:tlc

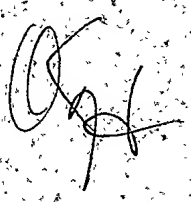
MEMORANDUM FOR THE DIRECTOR

(3) Bearing in mind that the field does not recommend cancellations unless good reason exists therefor, such interviews may provide us with confidential informants.

The Executives' Conference recommended that the attached SAC Letter, instructing the field that subjects of Security Index cards are to be interviewed or a satisfactory reason furnished to the contrary prior to the cancellation of the card, be disseminated. Bureau authority is required prior to the interview.

In the event you approve, this letter will be transmitted to the field.

Respectfully,  
For the Conference

  
Clyde Tolson



THE DIRECTOR

10/13/50

EXECUTIVES CONFERENCE

ASSIGNMENT OF INVESTIGATIVE WORK TO POLICE  
POLICE INTERNAL SECURITY SQUADS  
PORTLAND DIVISION

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/13/91 BY SP-5 CJP/MS

The Executives Conference on 10/12/50, consisting of Messrs. Tolson, Glavin, Tracy, Harbo, Mohr, Belmont, Ladd, Rosen, Sizoo, Nease, Nichols and F. H. McIntire, considered the recommendation of SAC, Murphy, Portland, that the Bureau reconsider approval of the Multnomah County, Oregon, Sheriff's Office, in regard to the assignment of cases.

By letter dated 9/1/50, SAC, Portland, recommended approval of the Multnomah County, Oregon, SO, for assignment of investigative cases. By letter dated 9/27/50, the Bureau approved some departments recommended by Portland but disapproved the Multnomah County, Oregon, SO, in view of derogatory information in the Bureau's files relative to connections between employees of the Multnomah County, Oregon, SO and the vice syndicate in the Portland area.

In connection with the request for reconsideration, the SAC, Portland, advises (1) that contact was had with Sheriff Terry D. Schrunk, of the Multnomah County, Oregon, SO, with regard to the Bureau War Plan program; (2) that Sheriff Schrunk has set up a security squad headed by a Deputy who has contacted the SAC, Portland on several occasions; (3) That the Multnomah County, Oregon, SO, covers one of the largest population centers in the State and is therefore one of the most needed agencies; (4) that this agency would soon become aware of the aid being furnished by other agencies throughout the State and will quote possibly resent its exclusion; and (5) that Sheriff Schrunk is a high-type officer whose personal integrity has not been questioned, and he is doing his best within limitations imposed by civil service regulations to clean up the conditions in his agency.

Derogatory Information re Multnomah County, Oregon, SO

Information obtained through the Crime Survey indicates that former Sheriff Marion L. Elliott, who was the subject of a recall election in October, 1949, was connected with the vice syndicate in Portland. In May, 1949, an informant advised that Jim Elkins, an ex-convict and owner of a large number of slot machines and a prominent member of the vice syndicate in Multnomah County, had made a deal with Elliott relative to pay-offs. Elkins, as a condition to dealing with Elliott, stated that Elliott would have to make peace with a Captain Ard Pratt of the Multnomah County SO, who was the only person in the

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Mr. Clegg  
Mr. Mohr

RECORDED - 37

Attachment 18 1950

FHM:cgh

EX-14

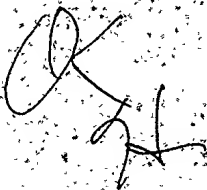
Sheriff's Office that Elkins would deal with in any pay-off situation. Pratt is a nephew of former Sheriff Martin Pratt, was opposed to the election of Elliott, and has been prominently mentioned in the Crime Survey Reports as having connections with the vice syndicate and is reported to have received pay-offs from the syndicate. Elliott received considerable unfavorable publicity concerning the handling of vice situations in Multnomah County during his period as Sheriff. He has been succeeded by Sheriff Terry D. Schunk, whom the SAC states is entirely honest and is endeavoring to clean up the department.

Executives Conference Consideration:

The Conference unanimously recommended that the Multnomah County, Oregon, Sheriff's Office be approved for assignment of cases.

If you concur, there is attached an appropriate letter to the Portland Office.

Respectfully,  
For the Conference

  
Clyde Tolson

THE DIRECTOR

October 11, 1950

THE DIRECTOR'S CONFERENCE

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/12/91 BY SP-5C/PHY

The Director's Conference of October 5, 1950, consisting of Messrs. Ladd, Tamm, Tracy, Harbo, Belmont, Glavin, Rosen, Nease, Nichols, Mohr and Glavin, was advised by Glavin that the Bureau has received Departmental Circular 341, dated October 2, 1950, received from the U. S. Civil Service Commission and pertaining to changes in personnel practices requested in Section 1302 of the Supplemental Appropriation Act of 1951.

It was pointed out to the Conference that this particular section of the Supplemental is that portion which provides certain restrictions that must be placed in connection with appointments, promotions, reinstatements and transfers in order to place them on a temporary basis so that the over-all permanent governmental staff will not be increased as the result of the emergency.

The Conference was advised that immediately upon procurement of the Circular in question a check was made with Mr. Steele of the Policy Division of the Civil Service Commission, who stated that the Circular is confined to agencies in the competitive Civil Service, that, however, excepted agencies are governed as completely by Section 1302 of the Act as the Civil Service Commission. Mr. Steele advised us that the Commission does not intend to issue any regulations governing excepted agencies but feels that excepted agencies should formulate their own policy to carry out the provisions of this Act. No information has been received from the Department of Justice regarding the Bureau's position, the Department is still in the process of all agencies and divisions within the Department regarding the Civil Service Commission Circular.

It was recommended to the Conference that the Bureau immediately institute measures for carrying out the provisions of this section of the Act insofar as making appointments, reinstatements and grade promotions are concerned. The Conference recommends that all appointments, both Agent and Clerical beginning September 12, 1950, be made temporary in accordance with Section 1302, Public Law 343, approved September 27, 1950. The Act

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

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Letter for the Director

stated that after September 1, 1950 and during the fiscal year 1951 such appointments, transfers, promotions shall be temporary. It is recommended, therefore, that all future appointment letters contain the following phraseology in the first paragraph, "This appointment is a temporary indefinite appointment pursuant to the provisions of Public Law 343, approved September 27, 1950."

Insofar as grade promotions are concerned and insofar as appointments which have been made since September 2, 1950 up to the present time it is recommended that these employees be advised that the appointment or promotion is temporary indefinite in accordance with Public Law 343, approved September 27, 1950.

The Conference further recommends that at the present time there be going forward to each employee of the Bureau at the Seat of Government and in the field a bulletin setting forth in detail the U. S. Civil Service Commission Departmental Circular which reflects the changes in the personnel practices above-mentioned. The Conference feels that employees of the Bureau should be thoroughly familiar with the law as it presently exists so that there will be no misunderstanding as to promotions being made and appointments being offered during the life of the act in question. Should the Director agree this matter will be properly handled.

cc: Mr. Mohr  
Mr. Clegg

Director

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Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
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Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
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The Director

October 23, 1950

The Executive Conference

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 6/13/91 BY SP-5CJ/JW

The Executive Conference on the mailing of staff cards, held on October 18, 1950, at the Bureau of the Federal Bureau of Investigation, Washington, D.C., was held to discuss the proposed procedure as set forth in the attached memorandum and pointed out that it was necessary to get started as the mailing list had to be checked in the preparation of these cards.

The question then arose in the Conference as to whether or not it was merited sending out staff cards as we had in previous years.

Those opposing the sending of the staff cards did so on the following reasons:

- (1) The sending of Christmas cards has become a racket.
- (2) Lists grow and they become a formality.
- (3) There is considerable work involved in sending out the cards as the addresses on the list have to be checked.

Those favoring the discontinuance of sending out staff cards were Messrs. Tolson, Glavin, Tracy, Harbo, Belmont, Ladd, McIntire, Egan and Sizoo.

Messrs. Rosen, Mohr and Nichols favored the continuance of sending out staff cards as we have over a number of years. It was their view that even though considerable work was involved and even though the sending of Christmas cards has become a racket that, nevertheless, this provided a method of contact with Bureau friends on the mailing list, it being pointed out to the Conference that there were approximately 1,900 names on the staff card list. In addition to this, there are approximately 2,000 sent to graduates of the National Academy. It was further pointed out that the use of staff cards would provide a means of quick acknowledgment of cards which will undoubtedly be received from these individuals.

Respectfully,  
For the Conference

*I share majority view*

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Mr. Mohr

Clyde Tolson

OCT 18 1950